



**TOWN OF HANOVER ANNUAL REPORT
For Fiscal Year Ending June 30, 2011**

The photograph of the new Hanover High School on the front cover is printed courtesy of
Daniel A. Pallotta

ONE HUNDRED
AND
FIFTY-NINTH
ANNUAL REPORT
of the
OFFICERS AND COMMITTEES
of the
TOWN OF HANOVER

www.hanover-ma.gov



FOR FISCAL YEAR ENDING JUNE 30, 2011

In Memoriam

Volunteers

Arlene F. (Mahon) Hannigan
1930 – 2010
South Hanover Civil Defense Director

Joel T. O'Brien
1938 – 2010
Hanover Democratic Town Committee
Zoning Board of Appeals

Norman B. Shepherd
1926 – 2011
Volunteer Firefighter – Hanover Fire Department

Employees

Ralph C. Anderson
1945 – 2011
Sergeant – Hanover Police Department

Elaine (Craven, Porter, Handrahan) Kaplan
1945 – 2011
Board of Selectmen
Building Department

TOWN OF HANOVER

PLYMOUTH COUNTY, MASSACHUSETTS

As of January 1, 2011

REPRESENTATIVE IN CONGRESS

Tenth Congressional District

William R. Keating, Quincy

COUNCILOR

Fourth Councilor District

Christopher A. Iannella, Jr., Boston

STATE SENATOR

Thomas P. Kennedy, Brockton

STATE REPRESENTATIVE

Fifth Plymouth Representative District

Rhonda L. Nyman, Hanover

COUNTY COMMISSIONERS

Anthony O'Brien, Marshfield

John P. Riordan Jr., Marshfield

Sandra M. Wright, Bridgewater

Population

Federal Census 13,164 (as of 2000)

Town Census 14,344 (as of January 4, 2011)

ELECTED TOWN OFFICERS

As of January 1, 2011

SELECTMEN

David C. Greene, Chairman	2011
Susan M. Setterland, Vice-Chairman	2011
Joseph P. O'Brien	2012
Daniel A. Pallotta	2012
Joseph R. Salvucci	2013

MODERATOR

BOARD OF ASSESSORS

Paul J. Barresi, Chairman	2013
Thomas G. Kokoliadis	2012
Nancy C. Lyons	2011

Doug Thomson	2011
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PLANNING BOARD

Richard V. Deluca, Chairman	2015
Anthony D. Losordo, Jr.	2012
Gary R. Hendershot	2011
Jeffrey M. Puleo	2014
Steven N. Rusko	2013

BOARD OF HEALTH

John D. Dougherty, Chairman	2011
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Walter Moran	2012
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Lynn A. White	2013
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Associate Members (appointed)

Bernie R. Campbell	2012
Meaghan Neville Dunne	2012

SCHOOL COMMITTEE

Michael Cianciola, Chairman	2012
Kevin W. Bradley	2013
Brian W. Shaw	2011
Lester R. Hayward, Jr.	2012
Stephanie JL Gertz	2013

BOARD OF PUBLIC WORKS

Louis N. Avitabile	2011
John L. Benevides, Chairman	2012
Edward P. Ryan	2013

TOWN CLERK

Robert C. Shea	2013
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TRUSTEES OF PUBLIC LIBRARY

HOUSING AUTHORITY

Thomas M. Burke, Chairman	2012
Diane Campbell	2014
Caitlin M. Cavanagh	2013
Joseph P. Lynch	2015
Stephen J. Carroll (State Appointee)	2013

John R. O'Leary, Chairman	2011
Lawrence W. Bandoni	2013
Joan R. Thomas	2012

APPOINTED BY TOWN MANAGER
As of January 1, 2011

DIRECTOR OF COMMUNITY SERVICES

Anthony L. Marino

DIRECTOR OF MUNICIPAL FINANCE

Jennifer Petit

DIRECTOR OF PUBLIC WORKS

Victor Diniak

FIRE CHIEF

Kenneth L. Blanchard

POLICE CHIEF

Walter L. Sweeney, Jr.

COMMITTEES AND BOARDS

As of January 1, 2011

ADVISORY COMMITTEE

David M. Walsh, Chairman	2012
Brian Barthelmes	2012
David C. Bond	2011
Florence W. Grady	2011
Helen F. Graves	2012
Donald L. White	2011
Joan Young	2013
Joseph Sullivan	2013
John Lamoureux	2013

AFFIRMATIVE ACTION COMMITTEE

Jeffrey R. Blanchard, Deputy Fire Chief	2011
Stephen S. Rollins, Town Manager	2011
Robert Heywood (Lieutenant)	2011

AFFORDABLE HOUSING TRUST

Susan M. Setterland	2011
Alexa Lewis	2011
Kirsten Zwicker Young	2011
William B. Scarpelli (CPC)	2011
Thomas M. Burke (Housing Auth.)	2011
Stephen J. Carroll (Housing Auth.)	2011
Vacant	
Vacant	

BOARD OF APPEALS

Matthew W. Perkins, Chairman	2013
David R. Delaney, Vice-Chairman	2011
Linda Martin-Dyer,	2012
Daniel Ahearn, Assoc. Member	2013
David B. Connolly, Assoc. Member	2011
Vacant, Assoc. Member	

BOARD OF OVERSEERS OF THE STETSON HOUSE

Richard T. Flanagan, Chairman	2012
Roger A. Leslie, Sr.	2013
Donald E. Morrison	2011

BOARD OF REGISTRARS OF VOTERS

Nancy J. Goldthwait, Chairman	2013
Pamela D. Ferguson	2011
Carmine J. Salines	2012
Maureen E. Vierra	2012
Robert C. Shea, Town Clerk	2013

BOARD OF

TRUST FUND COMMISSIONERS

Jeff Oliveira, Chairman	2011
Joan Norris	2013
James VanArsdale	2012

BYLAW REVIEW COMMITTEE

Kathy C. Gilroy, Chairman	2012
Mary Lou Stewart	2011
Barbara Y. Itz	2011
Vacant	2013
Vacant	

CAPITAL IMPROVEMENT COMMITTEE

Donald W. Moores, Chairman	2012
Kevin Segalla	2011
Frank Sidoti	2013
Michael McGahan	2014

COMMUNITY ACCESS &

MEDIA COMMITTEE

Leslie J. Molyneaux, Chairman	2011
Brian C. Durkin	2011
Elizabeth A. Driscoll	2011
Richard W. Kelly	2011
Dr. Kristine Nash	2011
James Housley	2011
Brian W. Shaw	2011

**COMMUNITY PRESERVATION
COMMITTEE**

John Barry, Chairman	2012
William B. Scarpelli	2013
Edward Pacheco	2011
Diane Campbell (Housing Comm.)	2011
John S. Goldthwait (Historical Comm.)	2011
Wallace M. Kemp (Open Space Comm.)	2012
Jeffrey M. Puleo (Planning Board)	2014
Gary W. Young, Jr. (Conserv. Comm.)	2013
Harry Dunn (Parks & Rec. Comm.)	2013

CONSERVATION COMMISSION

Gary W. Young, Jr., Chairman	2012
Neal Merritt	2011
Lisa Satterwhite	2011

Amy McElroy Walkey	2012
William Woodward	2012
Louis Paradis, Associate Member	2011
Vacant, Associate Member	

COUNCIL ON AGING

Donald F. Buckley, Chairman	2011
Richard Farwell	2011
James E. Gallant	2011
Eleanor M. Kimball	2011
Elmont Mickunas	2011
Joan Picard	2011
Claire M. Flynn	2011

CULTURAL COUNCIL

Katie Duff, Chairman	2011
Linda DiNardo	2012
Laura Blumberg	2011
Diane Campbell	2011
Karen Cass	2012
Loraine Fields	2012
Ellen Fitzpatrick	2012
Linda Kakulski	2012
Wallace M. Kemp	2011
Linda McCarthy	2013
Zachary Rolnik	2011
Albert L. Taylor	2013
Lois M. Van Doren	2011

DESIGN REVIEW BOARD

William J. Dooley, Co-Chairman	2012
Bruce A. Nordstrom, Co-Chairman	2012
Ronald DePesa	2012
Steven C. Habeeb	2012
Johanne E. Morrison	2012

**EMERGENCY COMMUNICATIONS
CENTER COMMITTEE**

Jeffrey R. Blanchard (Deputy Fire Chief)	
Gregory Nihan (Lieutenant)	2011
David A. Duff	2011

ENERGY ADVISORY COMMITTEE

Linda Kakulski, Chairman	2011
David C. Greene (Selectman)	2011
Christopher R. Lowd	2011
Glenn T. Meader	2011
Nathan Murphy	2011
Todd Wakefield	2011
Michael McGahan	2011
Kevin J. Zygadlo	2011

EMERGENCY MANAGEMENT AGENCY

Kenneth Blanchard (Fire Chief), Director	2011
James A. Purcell, Assist. Director	2011
James Browning, Assist. Director	2011
Brian D. Malone	2011
James M. Malone	2011
Vacant	
Vacant	

FAIR HOUSING COMMISSION

Mary S. Deame	2012
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**FIRE STATION BUILDING &
RECONSTRUCTION COMMITTEE**

Daniel F. Ahern
Mark Basiliere
Donna Buckley
Donald E. Morrison
David C. Greene (Selectman)

FOREST FIRE WARDENS

Kenneth L. Blanchard (Fire Chief)
Jeffrey R. Blanchard (Deputy Fire Chief)

**HACKETT'S POND DAM
STUDY COMMITTEE**

Roger A. Leslie, Chairman
Anthony G. Manna
David R. Vanduyne
Derek Schipper
Margaret Pacella

HISTORICAL COMMISSION

Carol A. Franzosa	2011
Katie Duff	2013
John S. Goldthwait	2012
Peter K. Johnson	2011
Charles H. Minott	2013

MBTA ADVISORY BOARD

Gerald B. Lewis	2011
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**OPEN SPACE & RECREATION
PLANNING COMMITTEE**

Mary Dunn, Co-Chairman	2013
Harold D. Thomas, Co-Chairman	2012
Peter Crimmons	2011
Judy Grecco	2011
Wallace M. Kemp	2012
Jocelyn Keegan	2013

PARKS & RECREATION COMMITTEE

April Manupelli, Chairman	2012
John Balzarini	2011
Harry Dunn	2013
Catherine Harder-Bernier	2011
Julianne McLaughlin	2012
Amy Perkins	2013
Michael Tivnan	2011

PUBLIC CONSTABLES

Robert S. Barlow, Marshfield	2012
Stephen M. Cook, Sagamore	2012
Kevin J. Dalton, Braintree	2012
Michael C. Moore, So. Weymouth	2011

**REPRESENTATIVES TO METROPOLITAN
AREA PLANNING COUNCIL**

Vacant	2012
Vacant, Alternate	2012

**REPRESENTATIVES TO
NORTH RIVER COMMISSION**

Daniel C. Jones	2013
John O'Leary, Alternate	2013

**REPRESENTATIVES TO
OLD COLONY ELDERLY SERVICES**

Bora M. Pervane
2011

Vacant, Alternate

**REPRESENTATIVES TO OLD COLONY
PLANNING COUNCIL AREA AGENCY ON
AGING ADVISORY COMMITTEE**

Bora M. Pervane
2011

Nancy Mickunas, Alternate	2011
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**REPRESENTATIVE TO
SOUTH SHORE REGIONAL SCHOOL
DISTRICT COMMITTEE**

Robert Heywood (Lieutenant)	2012
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ROUTE 53 CORRIDOR

JOINT STUDY COMMITTEE

John Connolly, Chairman
Arnold Itz
Debra A. McGlame
Jeffrey Blanchard (Deputy Fire Chief),
John L. Benevides (Board of Public Works)
Richard V. DeLuca (Planning Board)
Anthony D. Losordo, Jr. (Planning Board)
David C. Greene (Selectman)
Vacant

SCHOOL BUILDING COMMITTEE

Chris Martin, Chairman
Stephen Devine
Kerry Harrison
Al Kuhn
Edward Lee
Jeanne McCloskey
Kristine Nash
Paul V. Nimeskern
Thomas Raab
Daniel A. Pallotta (Selectmen's Representative)

SELECTMEN'S REPRESENTATIVE TO

SOUTH SHORE COALITION

Joseph R. Salvucci (Selectman) 2011

SIGN BYLAW COMMITTEE

Scott Armstrong
Stephen Avitabile
Virginia Gilmartin
David Knight
Maryanne Hutchinson

**SOUTH SHORE RECYCLING
COOPERATIVE**

Victor Diniak (DPW) 2011
Steven D. Herrmann (DPW) 2011

TAXATION AID COMMITTEE

Nancy C. Lyons 2011
Joan T. Port-Farwell (Collector/Treasurer) 2011
Joan R. Thomas 2011

TOWN COUNSEL

James A. Toomey, Esq.

TOWN CONSTABLES

Thomas F. Hayes 2011
Paul Newcomb 2011
Howard Rollins (Sergeant) 2011

REPORT OF THE BOARD OF SELECTMEN

For Fiscal Year July 1, 2010 – June 30, 2011

On behalf of the Town of Hanover, the Board would like to thank David C. Greene for his dedication and service to the Town. Dave served for three years as a Selectman and also served from 2000 thru 2007 on the Advisory Committee. Dave worked diligently and served with honor on behalf of the residents of the Town. He is to be commended for his contribution to Hanover growing into the highly respected community it is today.

In August, the Board of Selectmen appointed Town Administrator Stephen S. Rollins as Hanover's first Town Manager in compliance with Article 18 of the 2009 Annual Town Meeting, the Hanover Town Manager Act Chapter 67 of the Acts of 2009 "An Act Establishing a Town Manager Form of Government. The Board approved the appointment of five Department Heads as proposed by the Town Manager pursuant to Section 4(A) (1) of Chapter 67 of the Acts of 2009. The five Department Heads are; Director of Municipal Finance, Director of Public Works, Director of Community Services, Police Chief, and Fire Chief.

In November 2010, the Town was awarded a Green Community Grant in the amount of \$148,598 which will support the purchase of a Hybrid Command Vehicle for the Police Department, the replacement of steam traps at Sylvester and Salmond schools, replacement of the boiler system at Town Hall, and the restoration of the doors at Fire Headquarters. Grant monies are also being used towards the compensation of town employees who assist with the administration/implementation of the Grant.

The Board of Selectmen in a joint effort with the Metropolitan Boston Planning Organization and the Massachusetts Highway Department continue roadwork on Route 53, construction continues on the bridge on Route 53 over Route 3 and is expected to be completed in 2012. Construction on the bridge over the Indian Head River (Broadway) Bridge has been completed and the bridge reopened early in November 2010.

The Board in conjunction with the Board of Assessors held Public Hearings regarding the taxing of real and personal property according to its classification or use. The Board reviewed the information requested from the Assessors and voted to not adopt small commercial exemption; voted to not adopt residential exemption; voted to not adopt residential exemption; voted to not discount open space; voted to continue a 1.03 percent shift (0.993288), setting the tax rate at \$14.18 for residential, per thousand, and \$14.71 for commercial per thousand.

The Town continues the application process for the Woodland Village and Webster Village Chapter 40B projects submitted. Hearings on the Woodland Village project continue with the Zoning Board of Appeals.

The Board of Selectmen together with the Community Preservation Committee was successful with the sponsorship of Article 5 on the Special Town Meeting Warrant. This Article authorized the Board of Selectmen to exercise the Town's right of first refusal under General Laws Chapter 61 to purchase 20± acres of land located on Assessors' Map 53, Lot 22A, 120 Circuit Street. Funds in the amount of \$550,000 were authorized from the Town's Community Preservation Funds to fund the purchase.

The Board of Selectmen supported a number of successful Articles on the 2011 Annual Town Meeting Warrant including Article 11 which enables the Town to have General Charge and Superintendence of schoolhouses and Article 28 which authorized \$75,000 for the demolition or repair of the Curtis School. The Board supported Article 46 which authorized the Town to borrow the sum of \$8,500,000 to perform road maintenance and reconstruction of all types on various streets including roadway, drainage systems, sidewalks, curbing, signs, pavement markings, shoulder improvements and related structures in accordance with the Town's ongoing pavement management program. The funds are to be expended at the direction of the Town Manager, as approved by the voters with the passage of Question 1 as it appeared on the May 2011 ballot.

The Board of Selectmen supported Article 16 which would petition the Great and General Court to enact special legislation that would exempt the position of Deputy Fire Chief from the provisions of the Civil Service Law and Rules and Article 62 which would have the Town Clerk become an appointed position vs. an elected, both Articles proved to be unsuccessful.

During fiscal year 2010-2011, the Town received two Grants, an ECC Support and Incentive Grant in the amount of \$36,699.00 for Enhanced 911 Telecommunicator Personnel Costs, and an ECC State 911 Department Training Grant in the amount of \$6,000.00.

Article 6 on the September 2008 Special Town Meeting Warrant authorized the Town to construct a new High School, construction is near completion with an anticipated opening in September 2011.

The Board of Selectmen welcomed a number of new businesses to the Town which include Sullivan Brothers, Coastal Volkswagen, Five Guys, Quan's Kitchen, and the new owners of J.C.'s Ice Cream and Starland. In fiscal year 2010-2011 the Selectmen's Office generated approximately \$115,000 in licensing/hearing fees for the year.

The Board confirmed the Town Manager's appointment of Robert Murray as the Town's first Engineering Manager. Bob will serve as the Town's overseer for all Town-owned buildings, among many other undertakings. The Board welcomed a new Recreation Administrator, Lauren Devine. In preparation of Fire Chief Kenneth Blanchard's retirement, the Board, in April 2011 ratified the Town Manager's appointment of Deputy Chief Jeffrey Blanchard as Department Head of the Fire Department.

In January 2011 Joan Port Farwell retired after 30 years of dedicated service to the Town. Joan served the Town with great distinction and honor on behalf of the residents of the Town bringing with her a special sense of caring and compassion for all whose lives she touched. In June, Fire Chief Kenneth Blanchard retired after forty-one years of exemplary service to the Town. On June 30, 2011 Lieutenant Robert Heywood retired from the Hanover Police Department after 30 years of service. After eleven years of service to the Town, Robert Brinkman, Assistant Assessor resigned to pursue his career elsewhere. The Board extends their sincere best wishes to all for continued success with all their future endeavors.

Respectfully Submitted,

Susan M. Setterland, Chairman
Joseph P. O'Brien, Vice Chairman

Daniel A. Pallotta
Joseph R. Salvucci
John S. Barry

REPORT OF THE TOWN MANAGER

For Fiscal Year July 1, 2010 – June 30, 2011

On August 19, 2010 the Board of Selectmen ushered in the era of the Town Manager System to the Town of Hanover when, at that meeting, they appointed me the first Town Manager and also approved, as proposed by the Town Manager, the organization of five (5) departments. These departments are as follows:

<u>Department</u>	<u>Department Head</u>
Community Services	Anthony Marino
Fire Department	Chief Kenneth Blanchard*
Police Department	Chief Walter L. Sweeney
Municipal Finance	Jennifer Petit
Public Works	Victor Diniak

* Jeffrey Blanchard was appointed Fire Chief effective July 1, 2011 upon the retirement of Chief Kenneth Blanchard.

On December 20, 2010, on the recommendation of the Town Manager, and with the approval of the Board of Selectmen, Robert Murray was appointment to the position of Facilities Engineering Manager. This new position supports the Town-wide move toward centralized maintenance and centralized capital improvement planning throughout the Town. In part, this position was paid for with funding received through the Green Communities Grant. We have high hopes for this position and particularly look forward to benefiting from his expertise during completion of the new Hanover High School.

On February 1, 2011, the Town Manager presented the first budget to the Town under “Chapter 67 of the Acts of 2009 - An Act Establishing a Town Manager Form of Government for the Town of Hanover”. The Manager proposed a one-page budget for Town Meeting consideration backed up with a great deal of detail in the appendix of the Advisory Committee Warrant book. This budget was approved and completed the reorganization authorized under the Act. At this point, the Town of Hanover has a model form of government that, over time, can be emulated by other towns in the Commonwealth. We have a simple and straightforward governing Act of eight (8) pages, an organization with five (5) departments and a one (1) page budget. It doesn’t get any cleaner than that.

In November 2010 the Town received a Green Community Grant for the sum of **\$148,598**. This award was possible as a result of being designated a “Green Community” the previous fiscal year by the Department of Energy Resources, that money represents funding the Town will receive for the following Energy Efficiency Projects:

1. \$24,600 towards the purchase of a Hybrid Command Vehicle for the Hanover Police Department which will replace a less efficient Command Vehicle;
2. \$20,000 for the replacement of Steam Traps at the Sylvester and Salmond Schools;

3. \$30,000 for the replacement of the current Town Hall boiler system;
4. \$40,000 for the replacement of the existing doors in Fire Station 4 (Headquarters); and,
5. \$34,000 towards funding the wages and salaries for employees who work to develop, oversee, and maintain our energy commitments in both Town and School buildings.

Along with receiving the Green Community Grant, the Town received, at no cost to the Town, three (3) “Big Belly Solar Trash Compactors” with a value of approximately **\$11,725**. The compactors were installed in and around the B. Everett Hall Field in November 2010 and are operating well.

As a result of being designated a Green Community we have opportunities to fund additional energy efficiency measures within the Town. In December 2010 we were approved for, and received at no cost to the Town, two (2) Electric Vehicle Charging Stations from the Department of Energy Resources. Efforts are currently underway to determine feasibility of locations and installation costs.

I must note, with deep appreciation, Sr. Administrative Assistant Lorraine M. Burgio’s work on behalf of the Town administering the Town’s Green Communities Grant and all of its associated activities and state tracking and reporting requirements.

It is an honor to be the first Town Manager in the Town of Hanover and present to you the first Annual Report of the Town Manager. From the viewpoint of a day to day Manager, it is a great success for the Town and a great model going forward that will avoid common problems that are inherent in decentralized government.

Volunteers on our Boards and Committees in the Town no longer have to worry about budgets and employees. They can now apply their energies and wisdom to the issues that they were created for. i.e., Conservation Commission members debate and decide conservation issues, Planning Board member’s debate and decide planning issues. They are unencumbered by the other day-to-day tasks that so often take its toll on volunteers in government. It is my hope that this more focused and satisfying volunteer experience in the Town of Hanover will result in longer tenures and continued high quality volunteers to assist in running the Town.

An organization such as the Town Manager system may provide more efficient centralization of day-to-day activities, but it is the boards and committees, especially the Board of Selectmen, who give us our sense of direction as to where we want the Town to be five and ten years in the future.

I wish to thank the Town’s citizens, and all of the board and committee members, for their assistance, good wishes and support.

I extend a hearty endorsement of, and thank you to, the five (5) outstanding Department Heads. The Town is fortunate to have them as the pillars of this new organization as we move forward.

After 41 years of service to the Town of Hanover, Fire Chief Kenneth Blanchard retired. I wish Ken a fulfilling and happy retirement and thank him for his years of dedicated service to the Town of Hanover and wish him and his family well.

I extend my thanks and appreciation to Chairman Susan M. Setterland, Vice-Chairman Joseph P. O'Brien, Selectmen John S. Barry, Daniel A. Pallotta, Joseph R. Salvucci, David C. Greene, and I wish to note the fine efforts of Sr. Administrative Assistants Lorraine M. Burgio and Ann N. Lee for their continued support and for going beyond the call of duty throughout this critical transition period.

Respectfully submitted,

Stephen S. Rollins
Town Manager

REPORT OF THE HANOVER FIRE DEPARTMENT

I hereby submit the following report to the Board of Selectmen and the citizens of Hanover.

The Hanover Fire Department responded to 2670 incidents between July 1, 2010 and June 30, 2011. This has been the busiest year in department history. The breakdown of those calls were as follows:

Total number of Fire Incidents: 937

Total number of Rescue and/or Emergency Medical Incidents: 1733

During the fiscal year there were 1203 simultaneous calls.

A total of \$742,616.00 in ambulance fees and \$15,672.00 in permit fees were collected.

The national media have been reporting a downward trend in the number of fires in the U.S. for several years. The National Fire Protection Association confirms that the number of fires reported in the U.S in 2008 was half that reported in 1980 (1.5 million). This implies that fire department activity is proportionately diminished. But the opposite is true.

In Hanover, while the number of fires, especially large-loss fires, is down the overall number of fire-related calls continue to rise. Our statistics show that the number of fire-related calls has increased by 57% since 1980. They also show that the type and frequency of certain categories of fire-related calls has evolved.

The department was kept busy for many years with fires in aging, unprotected buildings in its industrial area. Improvements there have reduced fires of that type. The incidence of woodland fires is down, partly due to development but also because of an effective fire department program that has reduced fire setting by juveniles. Illicit motor vehicle fires are less frequent since the imposition of stringent reporting requirements. But, even as these types of incidents decline, others take their place.

The department has always had its share of alarms. In years past, these were predominantly commercial fire alarms. Today, there are many more homes equipped with sophisticated alarm systems with central monitoring. Regardless of source, they all require prompt response, investigation, and resolution.

The department also now responds to carbon monoxide alarms and personal well-being monitors like Lifeline and the Plymouth County Sheriff's Are You OK? program. The prevalence of cell phones has increased response to calls of good intent from passersby for situations like steam from dryer vents and odors of smoke. Certainly, the past year has had its share of unusual weather events that contribute to the increase in fire department responses as well.

Some examples of fire incidents during the fiscal year include:

On September 15, 2010 the department responded to a reported vehicle fire. First units on scene found a utility van burning directly beneath a large fiberglass boat wrapped in

plastic and stored only feet from an attached garage. Crews immediately placed themselves in a position to protect the boat and house but had difficulty extinguishing the fire due to the presence of combustible metals in the frame of the van. Quick action prevented a much greater loss of property.

On September 21, 2010 crews responded to a fire in a garage that was attached to a house. Though the garage and contents were damaged extensively, firefighters were able to knock the fire down and prevent extension into the living area.

On March 22, 2011 a call was received for smoke in the building at a health club. A fire started when construction materials were accidentally left too close to a heating appliance. A fire sprinkler head activated prior to the arrival of the fire department and confined the fire to the area of origin. Fire crews determined the fire was out and quickly shut down the flow of water to the sprinkler. Smoke was removed from the building and the club was able to open later that day.

On May 5, 2011 the department responded to a fire at a commercial property. The fire was discovered early because residents upstairs were alerted when smoke detectors activated. Fire crews quickly extinguished the fire limiting the damage to a portion of the retail area. The store was able to re-open for business two days later.

There were two significant snowstorms that brought down many tree limbs and power lines. The department responded to 77 emergency calls during a late December storm and 150 calls during a storm the second week of January. Many residents and businesses were without power for days. National Grid's poor response to the storm resulted in local hearings and a promise by the electric utility to develop and follow an adequate emergency plan.

A new pumping engine was placed in service during the month of May. This restores the number of pumping engines operated by the department to five. It is the department's long-range goal to reduce the number of pumping engines in the fleet and maintain an Insurance Services Organization (ISO) rating of three. The department has been exploring the concept of purchasing a small rapid response vehicle. The purpose of this vehicle would be to reduce the wear and tear the expensive pumping engines receive while responding to emergency medical calls. The vehicle will need to strike a balance between firefighting capability and emergency medical service delivery.

The 2011 Town Meeting approved the purchase of a new ALS ambulance in 2011/2012. This new ambulance will be the second equipped with four-wheel drive. The department's first four-wheel drive ambulance was delivered in 2008. It has proven its value by enhancing our ability to access and transport patients during severe weather conditions. Town Meeting also approved the department's request to replace cardiac defibrillator/monitors in the department's advanced life support (ALS) ambulances. The department will conduct a field test of several different devices during the late summer and fall of 2011. The new defibrillator/monitors should be in service by February of 2012.

The Hanover Fire Department responded to 1733 calls for emergency medical service in the year ending 6/30/2011. This is the highest tally of EMS responses in the department's history. The total number of EMS calls has increased over 100% since 1980.

The Fire Department is in its eighth year of providing EMS at the advanced level. Staffing at the onset required a special waiver while a plan was implemented to increase the number of paramedics on staff. We started in 2003 with just five paramedics and should attain a staffing level of 16 during next fiscal year.

This staff of advanced EMTs (paramedics) works diligently to provide cutting edge pre-hospital care by keeping up with improvements resulting from a shift to science-based EMS trends and practices. In the past year they've received advanced training in the use of CPAP (continuous pressure oxygen therapy), updated standards for CPR (now CCR), intraosseous IV access, and the interpretation of 12-lead electrocardiograms.

In May we sponsored an Emergency Medical Services Awareness week Open House. Townspeople learned about the latest treatments and procedures that Paramedics provide. Children spoke with E-9-1-1 Operators and learned the importance of calling 9-1-1 and practiced making emergency phone calls.

In this fiscal year, we began a yearlong focus on the elderly population. We participated in Health Fairs, spoke at multiple events, and worked diligently to educate this high-risk population. Seniors were reminded that as they age, reflexes slow, senses diminish and because of these, and other physical limitations, they are at greater risk to the dangers of fire. In addition, we worked with both senior-housing complexes to develop emergency plans for use during extreme weather and other natural disasters.

We continue to work with the schools, respond to requests from outside groups, including Civic and Preschool programs to provide speakers and programs to educate our citizens.

The department continues to identify and apply for grants that will enhance our ability to provide service and eliminate the need for capital expenditures. The department received \$145,435 from the federal government thru the Assistance to Firefighters Grant program. New hydraulic rescue equipment, fire hose and personal protective gear were purchased and placed in service with these funds.

Three retirements occurred during the fiscal year. Fire Chief Kenneth Blanchard retired after 41 years of service, Firefighter Thomas Ingle retired after 37 years of service and Captain Joseph Hannigan retired having served 35 years. Both the department and the community extend their gratitude to each of them and wish them all the best in their retirement.

The Hanover Emergency Management Agency was active during two town-wide emergencies during the past year. In September the Town prepared to be struck by Hurricane Earle. The Governor declared a State of Emergency. The Town was able to recoup \$5992.78 in preparation costs from the state. Fortunately the storm veered out to sea and missed our area.

One winter storm left many residents without power for an extended period of time. Without electricity to run the furnaces, many homes and apartments became dangerously cold. The Hanover Emergency Management Agency prepared to activate the Hanover Middle School as a shelter. I would like to thank the many volunteers who came to the Middle School that evening to help with the preparations.

During the next fiscal year the Hanover Emergency Management Agency will complete the reorganization process and become better prepared to handle large-scale emergencies. We will be reaching out to Hanover residents who would be interested in volunteering to join a Community Emergency Response Team (CERT). CERT members will provide manpower to staff our emergency shelter and distribute critical supplies to the community in the event of a large-scale emergency.

I want to thank the Town's firefighters and Emergency Management Agency volunteers for their continued dedication to serving our citizens, as well as Department Heads, Town Boards and the Citizens of Hanover for their support and cooperation during this past year.

Respectfully submitted,

Jeffrey R. Blanchard

Fire Chief

Emergency Management Director

Hanover Fire Department Incident Reporting 7/1/10 – 6/30/11

Fire or Explosion

Total: 35

Building fire	9
Fires in structure other than in a building	1
Cooking fire, confined to container	7
Chimney or flue fire, confined to chimney or flue	1
Fuel burner/boiler malfunction, fire confined	1
Passenger vehicle fire	3
Road freight or transport vehicle fire	1
Natural vegetation fire, other	3
Forest, woods or wildland fire	3
Brush, or brush and grass mixture fire	2
Construction or demolition landfill fire	1
Dumpster or other outside trash receptacle fire	1
Outside equipment fire	2

Overpressure, Rupture, Explosion

Total: 5

Overpressure rupture from steam, other	2
Explosion (no fire), other	3

Rescue Call & EMS Incident

Total: 1733

Rescue, EMS incident, other	5
Medical assist, assist EMS crew	4
EMS call, excluding vehicle accident with injury	1352
Motor vehicle accident with injuries	102
Motor vehicle/pedestrian accident	5
Motor vehicle accident with no injuries	254
Lock-in	2
Search for lost person, other	1
Extrication of victim(s) from building/structure	1
Extrication of victim(s) from vehicle	1
Removal of victim(s) from stalled elevator	4
Extrication of victim(s) from machinery	1

Rescue or EMS standby	1
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**Hazardous Condition,
(No Fire)**

Total: 345

Hazardous condition, other	8
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**Combustible/flammable gas/liquid condition,
other**

Gasoline or other flammable liquid spill	3
Gas leak (natural gas or LPG)	7
Oil or other combustible liquid spill	25
Chemical hazard (no spill or leak)	1
Carbon monoxide incident	1
Electrical wiring/equipment problem, other	11
Heat from short circuit (wiring), defective/worn	9
Overheated motor	1
Breakdown of light ballast	3
Power line down	244
Arcing, shorted electrical equipment	27

Building or structure weakened or collapsed

Explosive, bomb removal	6
	2

Service Call

Total: 263

Service Call, other	10
Person in distress, other	5
Lockout	112
Ring or jewelry removal	1

Water problem, other

Water or steam leak	2
Smoke or odor removal	6
Animal problem	12
Animal rescue	2
Public service assistance, other	2
Assist police or other governmental agency	14
Police matter	7
Public service	10

Assist invalid	26
Defective Elevator, no occupants	1
Unauthorized burning	22
Cover assignment, standby, move-up	31

Good Intent Call

Total: 73

Good intent call, other	8
Dispatched & canceled en route	24
Wrong location	
No incident found on arrival at dispatch address	6
Authorized controlled burning	1
Smoke scare, odor of smoke	23
Steam, other gas mistaken for smoke, other	5
Steam, vapor, fog or dust thought to be smoke	5
HazMat release investigation w/ no HazMat	1

False Alarm & False Call

Total: 205

False alarm or false call, other	14
Malicious, mischievous false call, other	1
Central station, malicious false alarm	2
Local alarm system, malicious false alarm	
Bomb scare – no bomb	
System malfunction, other	10
Sprinkler activation due to malfunction	4
Smoke detector activation due to malfunction	22
Heat detector activation due to malfunction	4
Alarm system sounded due to malfunction	20
CO detector activation due to malfunction	11
Unintentional transmission of alarm, other	12
Sprinkler activation, no fire –unintentional	2
Extinguishing system activation	1
Smoke detector activation, no fire-unintentional	41
Detector activation, no fire – unintentional	9

Alarm system activation, no fire – unintentional	28
Carbon monoxide detector activation, no CO	24

**Severe Weather &
Natural Disaster**

Total: 3

Lightning strike (no fire)	3
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Special Incident Type

Total: 8

Special type of incident, other	1
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Citizen Complaint	7
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TOTAL INCIDENTS	7/1/10 – 6/30/11	2670
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Hanover Fire Department Inspections 7/1/10 – 6/30/11

<u>Residential:</u>	Total	645
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Oil burner & Tanks	87
Smoke Detector	110
Propane	24
Completions - New Homes	20
Underground Storage Tanks – Removal	4

<u>Commercial Inspections:</u>	Total	544
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Quarterly Inspections	0
Fire Alarm Installations	4
Sprinkler Installations	168
Occupancy Inspections	26
School Exit Drills	24
School Drills (Other)	1
Re-Occupations	6
Hazard Inspections	22
New Construction	67
Other	277

TOTAL INSPECTIONS	7/1/10 – 6-30-11	1189
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REPORT OF THE HANOVER POLICE DEPARTMENT

I hereby submit the following report of the Hanover Police Department from July 1, 2010 to June 30, 2011.

The Hanover Police Department provided residents and businesses with professional and dedicated service during fiscal year 2011. This was achieved with funding from our annual budget appropriation and supplemented by federal grants. Grant funding has been reduced significantly and in many cases eliminated on both state and federal levels and the competition for the remaining funds is strong. The Hanover Police Department continues to pursue every possible opportunity for grant funding. Once again the Hanover Police Department has been the recipient of several private grants. The Copeland Family Foundation awarded the department a grant to support the DARE program. This funding was essential in order to continue to offer this program to all Hanover Public Schools fifth grade classes. The Wal-Mart Foundation has also funded programs through an annual grant program.

The Hanover Police Department demonstrates its commitment to the community by providing various programs that enhance the quality of life for the citizens of Hanover. Based on the philosophy of community oriented policing, the Hanover Police Department reaches out to the community with initiatives that will be positive and productive. Officers who have expertise in their respective disciplines provide specialized programs. The programs that are provided by these officers include crime prevention, RAD self defense training for women, school safety, participation in the recreation department summer camp program, senior citizen liaison, child safety seat installations, firearm permits, firearms training, fish and game enforcement and many others. The police department has provided child identification packets during numerous events at the Hanover Mall, YMCA, and Shaw's Supermarket.

The DARE program was once again an important aspect of the Hanover Police Department's youth outreach program. Officer Michael McKeever or "Officer Mike" to his students has the knowledge and ability to interact with the youth of our community. This is accomplished in both a classroom environment and while performing his duties as a patrol officer. In collaboration with the Hanover School Department students complete a ten week course of instruction in drug, alcohol and violence prevention. The department also participates in the Plymouth County District Attorney's annual summer camp. This provides an opportunity for approximately 20 Hanover students to participate in a one week program which brings school age children and police officers from the area together for a week of mentoring and drug abuse and violence prevention education.

In September the Hanover Police Department provided a "Child Safety Seat Installation Day" at the Hanover Mall. This program was provided free of charge for parents to insure that the child safety seats located in their vehicles were installed properly. Officers David Zemotel, Lt. Robert Heywood, and Sergeant Daniel Salvucci with assistance of other officers from south shore towns provided the expertise for this event. A total of 30 child safety seats were inspected or installed at these events. Child safety seat inspections and installations are provided throughout the year by the Hanover Police Officers. Please contact the Hanover Police Department if you require assistance with your child safety seat installation.

The Governor's Highway Safety Bureau provided funding for seatbelt, driving under the influence of alcohol and road respect enforcement initiatives. This program covers two fiscal years with the first enforcement taking place in December of 2010. There are five enforcement

periods scheduled. Holidays and high traffic periods are targeted for these enforcement initiatives. There are a total of 36 hours of enforcement for each period.

On June 30, 2010 Lieutenant Robert Heywood retired from the Hanover Police Department. Lieutenant Heywood served the Hanover Police Department for 30 years. Lieutenant Heywood served for many years as the Hanover Police Department Prosecutor. Lieutenant Heywood represented the department in many community programs and activities. Lieutenant Heywood's dedication to the department and to the Town of Hanover will be missed. We wish him the best in his well-deserved retirement.

I would like to remind residents of several ways to obtain emergency information from the police department. Please visit our website www.hanoverpolice.org or follow our Twitter account HanoverPolice or Facebook HanoverPolice Dept our webpage and social networking sites are updated on a regular basis with upcoming events. Up to the minute safety information is posted on the social networking sites during critical events.

Residents may also sign up for CODE RED alerts for public safety messages. This service is offered by the Plymouth County Sheriff's Department. Hanover Town officials have the ability to send reverse 911 notifications to all individuals who have signed on for this service. Alerts are sent to your home phone, cell phone or email it is your choice. Please sign up for the Plymouth Bristol Emergency Alert System at www.pcsdma.org. If you do not have access to the worldwide web please call 508-830-6200.

The Emergency Communications Center (ECC) has responsibility for all equipment and personnel necessary for the call taking and call dispatching for Police, Fire and EMS services in the Town. This includes the operation of E911 as well as other business and emergency telephone lines. ECC personnel demonstrate their professionalism and commitment on a daily basis.

During fiscal year 2011, the ECC competed for and was awarded a training grant from the Executive Office of Public Safety. This grant enabled the Town of Hanover to train and certify each full time and part time Dispatcher for emergency medical dispatch duties. This is an extremely important first step in the Town's emergency medical services plan. All Dispatchers have also completed the required certification in the National Incident Management System (NIMS) and Incident Command System (ICS100).

The ECC would like to remind all residents of the outdoor burning permit line, which is staffed from January 15 through May 1 each year. The phone number is 781-826-7850. Residents are reminded to please utilize this phone line when requesting outdoor burning information.

Serving on the Emergency Communications Center Committee during fiscal year 2011 were Chief Jeffrey Blanchard, Deputy Chief Barbara Stone, Lieutenant Gregory Nihan, and Mr. David Duff. The individual member's efforts and expertise contributed to the efficient operation of the Town's E911 and Police, Fire and EMS dispatch service. We wish to express our appreciation and recognition to the Dispatchers for their continued efforts to provide efficient, dedicated and skilled services to the residents of Hanover.

I would like to personally thank the members of the Hanover Police Department both sworn officers and civilian employees. Their collective efforts provide the professional delivery of

police services to the citizens of Hanover. I would also like to recognize the efforts of all Town of Hanover departments as well as elected and appointed officials for their cooperation throughout the year. The Police Department's daily interaction with these departments and individuals helps to provide the Town with a true sense of community.

Respectfully submitted,

Walter L. Sweeney, Jr.

Chief of Police

REPORT OF THE HANOVER POLICE DEPARTMENT

Annual Court Report – July 1, 2010 to June 30, 2011

Sgt. James E. Smith – Court Prosecutor

Days in Court.....	252
Arraignments	424
Arrests (including warrant arrests)	975
Cases Cleared.....	745
Motor Vehicle Citations issued	1448
Monies Collected:	
Fines, Fees from District Court and the Registry of Motor Vehicles	\$60,176.50
Monies Collected for Marijuana Citations.....	\$1,600.00
Monies Collected for Police Reports	\$5,537.95
Monies Collected for Parking Tickets	\$3,460.60

Respectfully submitted,

Sgt. James E. Smith

Hanover Police Prosecutor

Firearms Licenses – July 1, 2010 to June 30, 2011

Officer Kristin L. Malloch – Firearms Officer

Firearms Identification Card – Class A (License to Carry)	142
Firearms Identification Card – Class B (License to Carry)	0
Firearms Identification Card – Class C	9
Firearms Identification Card – Class D (Mace Only).....	7

All firearms licensing fees are collected and reported by the Town of Hanover Tax Collector.

Respectfully submitted,

Officer Kristin L. Malloch

Firearms License Officer

Fish and Game Violations – July 1, 2010 to June 30, 2011

Officer David W. Tyrie – Environmental Officer

Environmental Citations Issued	20
Fish and Game Violations Cited	22
Fish and Game Violations Arrests	1
Fish and Game Criminal Complaints/Summonses	2
Total Fines for Above Citations.....	\$725.00

Recreational Motor Vehicle Violations – July 1, 2010 to June 30, 2011

Chapter 90B Violation Citations Issued	5
Recreational MV Violations Cited.....	5
Summonses	0
Total Fines for Above Citations.....	\$75.00

Respectfully submitted,

Officer David W. Tyrie
Environmental Officer

Report of the Dog Officer/Animal Control Officer

Annual report of calls – July 1, 2010 to June 30, 2011

DOGS

Killed by Automobile	9
Injured by Automobile.....	15
Reported Lost.....	55
Returned to Owner.....	54
Died of Natural Causes	10
Removed from Town	1
Bites with Human Injury.....	5
Bites to or from other Animals	37
Quarantined.....	5
Strays Impounded	83
Strays Returned to Owner or Placed	83
Strays Destroyed	0
General Information Calls.....	1,425
Police Calls	117

CATS

Killed by Automobile	33
Complaints of Strays.....	109
Bites/Scratches to Humans	22
Quarantined.....	101
Cats Destroyed by Veterinarian	unknown
General Information Calls/Complaints	183

WILD ANIMALS

Killed by Automobile 198

General Information/Complaints:

Squirrel..... 103

Coyote..... 225

Skunks..... 29

Raccoon..... 58

Fox 31

Woodchuck 25

Turtle..... 18

Deer..... 42

Bird 81

Duck..... 19

Rabbit..... 7

I remind all dog and cat owners there is an Animal Control Law in Hanover. This law will be strictly enforced. Owners of dogs unlicensed after April 30 will be fined \$25.00 plus License Fee. The fine for a dog or cat that is not vaccinated for rabies is \$50.00. The owner of any dog that is impounded will be fined \$25.00 plus all kennel fees.

Respectfully submitted,
Brian J. Golemme
Animal Control Officer
&
Inspector of Animals

MAJOR/MINOR INCIDENTS – July 1, 2010 to June 30, 2011
UNIFORM CRIME REPORT

Kidnapping-Abduction	1
Kidnapping-Spousal/Custody Dispute	1
Missing Person-Adult	10
Missing Person-Juvenile	5
Missing Person-Small Child	1
Sexual Force-Assault w/Object	1
Sexual Force-Fondling Adult	1
Assault-Simple	9
Assault-Intimidation	2
Assault-w/Knife	1
Assault-ODW (Dangerous Weapon)	8
Assault-Officer Assaulted	2
Disturbance-General	69
Disturbance-House Party	3
Disturbance-Fight	15
Disturbance-Liquor Establishment	1
Disturbance-Neighbors	8
Disturbance-Noise Complaints	86
Keep the Peace	7
Suspicious Activity-Persons	219
Suspicious Activity-Motor Vehicle	164
Suspicious Package	4
Phone Calls-Harassing	28
Fatal Motor Vehicle Accident	2
Business/Residence/Area Check	2367
Motor Vehicle Accident Investigated	335
Motor Vehicle Accident Not Investigated	162
Motor Vehicle Accident Hit-Run/Property Damage	17
Motor Vehicle Accident Hit-Run/Person Injured	1
Motor Vehicle Accident Hit-Run/Not Investigated	36
Motor Vehicle Accident/Police Vehicle	2
Motor Vehicle General-Traffic Enforcement	1167
Motor Vehicle General-Towed by Police	381
Motor Vehicle General-Towed by Private Party	2
Motor Vehicle General-Disabled	79
Motor Vehicle General-Abandoned	5
Motor Vehicle General-Repossessed	1
Motor Vehicle General-Traffic Violation	274
Motor Vehicle Mini Bike/ATV/Snow Mobile	7
Investigation-Outside/Inside	191
Medical-General	962
Medical-Overdose	4
Medical-Sudden Death	8
Medical-Suicide/Attempted	3
Medical-Mental Health	27

Medical-Well Being Check	57
Public Assist-Fire/Police	75
Fire-Commercial	11
Arson Offenses	1
Explosion	1
Fireworks Complaint	3
Gas Odor	14
Hazardous Material	1
Fire-Notified Fire Department	23
Fire-Residential	18
Fire-Vehicle	9
Fire-Woods/Grass/Other	7
Burglary/B & E	8
Burglary/B & E Motor Vehicle	19
Burglary/Residence	22
Burglary/Business	4
Burglary/Unlawful Residence	1
Burglary/Unlawful Business	3
Burglary/Attempt Residence	6
Burglary/Attempt Business	3
Larceny-Pickpocket	1
Larceny-Purse Snatching	4
Larceny-Shoplifting	139
Larceny-Theft From Building	21
Larceny-From Motor Vehicle	38
Larceny-Theft MV Part	5
Larceny-All Others	77
Larceny-Theft Bicycle	5
Attempt To Commit A Crime	1
Motor Vehicle-Theft	5
Motor Vehicle-Theft/Plate Only	3
Motor Vehicle-Theft/Recovered Plate	3
Motor Vehicle-Theft/Recovered Local Stolen Other	1
Counterfeiting/Forgery	5
Fraud-Conf. Game/Swnd/Flse/Prt	9
Fraud-Credit Card/Auto Teller	44
Fraud-Impersonation	8
Fraud-Wire	3
Stolen Property-General	9
Stolen Property-Firearms	1
Vandalism-Destruction/Damage Property	92
Arrest-Adult	225
Arrest-Juvenile	8
Arrest-Released on Bail	5
Arrest-Released To Other Agency	1
Arrest-Loc Warrant By Other PD	9
PC-Adult	14
Community Policing	1098
Safety Officer Request	6

Crime Prevention	72
Computer Data Specialist	98
Drug/Narcotic Offense	58
Drug Equipment Violations	1
Sexual-Non-Force-Stat Rape	1
Sexual-Non-Force-Assault Child	2
Sexual-Non-Force/Exposing	2
Civil	69
Intelligence-Criminal	1
Intelligence-Drugs	2
Open Door-Business/Residence	18
Lost or Recovered Property	66
Mutual Aid	1
DPW-Call Out	1
Transfer-Money/Persons	1
Safe Keeping Property	2
Minor With Alcohol	4
Police Information	1
Trash Dumping	15
Town Property Damage	1
Transfer-Prisoner	1
Road Kill Deer	15
Animal Control-Deer	6
Animal Control-Dog Complaint	15
Animal Control-All Others	6
Assist Municipal Agency	96
Metro Star Activation	7
Metro Star Training	7
Animal Control-ACO Page Out	128
Town By-Law Violations	1
Code Enforcement Inspections	12
Weapons Law Violation	4
Fish And Game Violation	9
Fish And Game Enforcement	11
Weapons-Improper Target Practice	1
Warrants-Summons Service	551
Warrants-209A Service	52
*Warrants-Reciprocal Service	3
Warrants-Fugitive From Justice	4
Warrants-Harassment Order	3
Harassment-Non Domestic	29
Juvenile Matters-Other	30
Threats-Simple	27
Threats-To Kill	4
Robbery W/FA Bank	2
Robbery W/Knife Business (Other)	1
Robbery W/Knife Service Station	2
Robbery W/ODW Business (Other)	2
Robbery W/ODW Convenience Store	1

Robbery W/SA Convenience Store	1
Alarms-Commercial	517
Alarms-Residential	346
Alarms-School	16
Alarms-Fire	124
Alarms-MV	3
OCPAC Task Force Operation	4
Roster-Officer Injured	7
Assist to the General Public	69
Cruiser Maintenance	117
Checks-Bad	4
Disorderly Conduct	5
OUI-Alcohol or Drugs	8
Domestic-Drunkenness	6
Domestic-Abuse/Neglect	36
Runaway (Adult/Child)	6
Trespass Real Property	27
Child Abuse/Neglect	2
Domestic Abuse/209A Violation	22
Police-General Request	240
911-Hang Up Call	204
Parking Complaint-Handicap	3
Parking Complaint-General	20
911-Unknown Emergency	35
911-General Check (Wrong #'s)	74
Total - Major/Minor Incidents (July 2010-June 2011)	<hr/> 12147
Total - Non-Classified Calls for Service (July 2010-June 2011)	<hr/> 610
Grand Total – All Calls for Service (July 2010-June 2011)	<hr/> <hr/> 12757

***Statewide Warrant Management System:**

Hanover warrant arrests made by other departments are not reportable as Hanover Police arrests.

Please Note:

Non-classified calls for service are calls, which do not meet the criteria of the Uniform Crime Reports.

Effective January 1, 2009 possession of less than 1 ounce of marijuana is a non-criminal civil offense. Prior to this date this offense was most often an arrest.

REPORT OF THE BUILDING COMMISSIONER

The following permits were issued and fees collected by the Building Office during the period July 1, 2010 through June 30, 2011

<u>Description</u>	<u>Valuation</u>	<u>Permits Issued</u>
New Business/Commercial	\$7,179,543.00	4
Business Alterations/Remodels	3,880,634.00	30
Demolitions/Business/Residential	69,150.00	9
New Homes	3,519,000.00	13
Pools & Decks	196,744.29	23
Reroof/Reside Residential	847,032.00	76
Reroof/Reside Business	51,975.00	4
Residential Additions	1,426,584.00	20
Residential Alteration/Remodels	5,379,596.00	24
Sheds/Barns and Tents	907,171.00	102
Stoves: Coal/Wood, etc.	97,224.69	20
Fees Certificate of Inspections	5650.00	70
Sign Permits Issued: Business/Political/Yard	8,425.00	101
Solar Panel Install	290,000.00	1

<u>Description</u>	<u>Fees</u>
Fees for Building Permits Issued	183,951.00
Fees for Sign Permits Issued	8,425.00
Fees for Occupancy Permit	2,800.00
Fees for Gas Permits	8,885.00
Fees for Plumbing Permits	18,715.50
Fees for Electric Permits	31,567.00
Fees for Weights and Measures	3,802.00

The figures above do not reflect all the current renovations or construction being completed for Town property. All the necessary permits are issued for Town projects and the fees have been waived by the Board of Selectmen.

The Building Department is responsible for ensuring that buildings are constructed and repaired safely and used properly. The Building Department issues building, electrical and plumbing permits. These permits allow the construction, reconstruction, repair, alteration and demolition of buildings and structures as well as the installation of equipment. The Department enforces the Commonwealth of Massachusetts Building Code and the Hanover By-Laws. The Department is responsible for the occupancy and the uses of all buildings, structures and land. Churches, restaurants, theaters and public buildings with a seating capacity of over fifty must be inspected annually. Seventy six certificates were issued this year.

The new building at the Target site is completed and all of the commercial spaces have been filled. Dick's Sporting Goods will occupy the old Circuit City location and construction should begin early 2012. We also had Barstow Village break ground this year and construction is

moving along at a brisk pace. With the commercial space filling up by the Hanover Mall and Target stores we are seeing increased activity and interest in the properties further south on Route 53.

There is a constant demand to supply records, review plans, and check the Assessors' maps and Zoning maps for the general public. We enforce the Re-Inspection Bylaw for commercial spaces for the Town. Our department must check all building permit applications for Workers' Compensation, Home Improvement Licenses, and Construction Supervisors License, where applicable. All wiring and gas/plumbing permit applicants must be checked to make sure they are licensed and have current liability insurance. The Building Department enforces M.G.L., Chapter 40, Section 57, which affects a delinquent taxpayer's access to building permits and certificates of occupancy. All complaints concerning signage, building and zoning violations may be referred to this department.

At this time, I would like to thank the employees of the Building Department for their continued professionalism in addressing the various concerns and questions that are submitted throughout the day. I would also like to thank all of the Department of Municipal Inspections, which includes the combined staff of Building, Conservation, Health and Planning as they continue to work hard and provide superior customer service to the residents and business owners of the Town of Hanover.

The Building Permit Applications, Zoning By-Laws and Regulations are available on-line at: www.hanover-ma.gov.

We want to thank all applicants, residents and businesses for their cooperation and support this past year. In addition, we thank all Town departments for their continued cooperation. We look forward to serving you for the remainder of 2011.

Respectfully submitted,

Anthony Marino

Anthony Marino

Building Commissioner

Zoning Enforcement Officer, Sign Officer

REPORT OF THE INSPECTOR OF WIRES

We hereby submit the Wiring Inspector's report for the period July 1, 2010 through June 30, 2011.

During this period we issued 334 Wiring Permits and collected fees in the amount of \$31,567.00. As always, we are most appreciative of the cooperation we receive from contractors and electricians we have worked with this past year. We also thank the townspeople and the businesses for their continued goodwill. Finally, we thank the various Town departments for their support.

Respectfully Submitted,
William F. Laidler
Inspector of Wires

Robert W. Stewart
Alternate Inspector of Wires

Dan Condon
Alternate Inspector of Wires

REPORT OF THE GAS/PLUMBING INSPECTOR

We issued 187 gas permits, and collected fees in the amount of \$8,885.00. We also issued 244 plumbing permits and collected fees in the amount of \$18,715.50.

We would like to take this opportunity to thank all of the townspeople, as well as the business establishment in town, for their continued support. In addition, we want to thank all of the installers and contractors for their cooperation this past year. We would like to extend our thanks to the various Town departments for their continued good will.

Respectfully submitted,
Gary A. Young
Gas/Plumbing Inspector

John Hoadley
Alternate Gas/Plumbing Inspector

REPORT OF THE SEALER OF WEIGHTS

To the Board of Selectmen and the Citizens of Hanover:

The function of the Sealer of Weights and Measures is to protect the consumer, provide service to the business community, and ensure accuracy is present for both the consumer and the business community for every transaction whether it is by the individual unit, the pound, yard or gallon.

The following is a summary of activities reported for the period covering July 1, 2010 to June 30, 2011.

Scale	51
Scanners	3
Gas Meters	119
Reverse Vending Machine	5

Fees collected and returned to the Town Collector from the above noted inspections were \$3,802.00.

I look forward to serving the Town of Hanover.

Respectfully Submitted,

Robert S. O'Rourke

Robert S. O'Rourke
Sealer of Weights and Measures

REPORT OF THE CONSERVATION COMMISSION

July 1, 2010 – June 30, 2011

The Conservation Commission and Staff continued to see an increase in the permitting of commercial projects, as well as municipal projects, during Fiscal Year 2011. In addition to follow up on projects in progress, such as completion of Hanover's new High School, the Senior Center, and the King St. Athletic Complex, there were a number of Open Space parcels on which trails were created, foot bridges and decks were built, and trails were maintained. There were also several large infrastructure improvement projects that necessitated work near protected wetlands. MA Highway's projects included drainage improvements along Route 53 and the Bridge Repair Project over Route 3. Several road and sidewalk improvements projects that required permitting through the Commission were completed by the Department of Public works also. National Grid power line maintenance was done, and local gas companies completed projects that improved utility lines and service to the public. A large re-development project was also permitted in the Fireworks District. Although all these projects required review due to their close proximity to wetland resource areas, all work was successfully completed without negatively impacting the nearby resource areas.

Some of the projects that were proposed this year would have required the Conservation Commission to allow a significant amount of tree clearing and development in wooded areas as well as within wetland resource areas. The Woodland Village 40-B project proposed the clearing of over 25 acres of trees and vegetation, much of this is abutting wetland resource areas. In addition, a large forestry operation proposed off of Webster Street to include a saw mill, farm pond in wetlands, and drying sheds in the riverfront area. The Commission will follow and be involved in both of these projects. There was also a proposal to convert close to one mile of old railroad tracts into a bikeway/walking area in West Hanover. This will also be an ongoing project as we enter the next fiscal year (FY'12).

Although they are not apparent as you travel along Rte. 53, there are extensive wetlands, including the riverfront area of Third Herring Brook and several bordering vegetated wetlands, beginning near Assinippi and continuing down most of the length of Washington Street. When commercial properties in this corridor want to expand or add impervious areas, a permit application must be filed with the Commission. There were several commercial properties that wanted to expand their buildings, upgrade septic systems, or increase parking areas. Garden Craft, a popular nursery in Town, was sold and a permit was issued in order to allow for an auto dealership. Another nearby property was purchased on Saturn Drive by an auto dealership and went through the permitting process with the Commission. The owners of the Hanover Mall explored the possibility of constructing an Assisted Living facility at their Washington Street site, and the Mall was also given a permit to remove the Circuit City Building and explore the possibility of constructing a Dick's Sporting Goods store.

In spite of the continued drop-off in new home construction in Hanover, many residents submitted applications for remodeling, home additions, decks, pools, sheds, and septic upgrades. Most of the permits issued by the Commission were to single family homeowners.

In addition to the new projects that began this fiscal year, the Commission continued to monitor several ongoing projects. These included the Target project, the YMCA Amphitheater, the YMCA Dam and some of the newer subdivisions: Nash Landing, Morse Farms Estates, Great Acres, and River Path. Community groups, including equestrians Cub Scouts and Boy Scouts of America, as well as various homeowners associations benefited from the Commission's advice and involvement with their projects. This fiscal year, the Town continued to benefit from projects completed by Eagle Scouts including trail and bridge improvements done in conjunction with the Open Space Committee. One Eagle Scout project examined a parcel off Water St. for possible certification as a vernal pool. The required paperwork has been submitted to MA Natural Heritage and Endangered Species Program for certification. We wish to thank all those involved for their many hours of volunteer work and for successfully completing these important projects.

Because a great deal of the buildable upland in Hanover has been developed, most of the projects in town were located on parcels near or adjacent to protected wetland areas. These projects must be reviewed by the Commission at a public hearing and be issued a permit according to the requirements of the MA Wetlands Protection Act and the Hanover Wetlands Protection Bylaw. Conservation Commission members continued to take an active role in conducting site visits to properties that were scheduled for hearings with the Commission. The number of site visits conducted by the Conservation Agent was 441 with an additional 47 site inspections conducted by Ms. MacFarlane.

Working as a part of the newly formed inspectional services department, the Conservation Staff worked cooperatively with all other permitting offices in the Department of Municipal Inspections (DMI), including Planning, Building, Board of Appeals, and Board of Health. Interdepartmental cooperation was also increased due to continuing discussions regarding efficiencies and effective ways of improving and streamlining the delivery of Town services. Joint meetings and discussions were also held with various Boards including Planning Board and Open Space Committee, with additional discussions with North River Commission and Community Preservation Committee personnel.

In order to stay abreast of important ongoing issues within the Town, the Commission Members and Staff regularly attended meetings of the Housing Authority (concerning senior and affordable housing efforts), the Dept. of Public Works (for drainage and ongoing street maintenance projects), and the Planning Board (for a variety of projects). Daily coordination continues with the Building Department for construction permit review in regard to proximity of proposed construction work to wetlands. As always, the Commission will continue its efforts to maintain this high level of cooperation throughout the next fiscal year and beyond.

To maintain effective communication and efficiency in the application/permitting process, Applicants were once again, encouraged to meet with the Commission and Staff on an informal basis to explain their proposals prior to the submission of formal applications and plans. This approach saved time and expenses for applicants because it resulted in the submission of more complete and accurate application packets. In doing so, they help to reduce the number of post-submission revisions required, as well as reduce the number of required public hearings. Further, through this preliminary discussion process, applicants gain a better understanding of the overall requirements in the permitting process, as well as a deeper understanding of our conservation efforts.

During many pre-hearing discussions, Applicant's were guided to consider and submit designs for proposed projects that kept all work within required setbacks from wetlands and avoid construction up against sensitive wetland boundaries. For several larger projects, the wetland boundaries were confirmed by the Commission through Orders of Resource Area Delineation, prior to actual design of the project. This substantially decreases the necessity for revisions to plans during the hearing process. Also, if a project can be kept 50 ft. or greater from the wetland's edge, rather than the minimum allowed distance of 35 ft., the project qualifies for a Request for Determination of Applicability (RDA) application rather than the more complex and costly Notice of Intent (NOI) application. Additionally, this type of application helps the Commission to better protect resource areas and at the same time, saves applicants time and money in extra engineering and filing fee costs required for the NOI. Several property owners who opted to voluntarily move their proposed projects further from the wetlands used the RDA application and were approved in one public hearing. They were able to begin work shortly after.

The Instructional Sheets to aid applicants and property owners in completing the required DEP and Bylaw permit application forms, developed by Sandy MacFarlane (Administrative Assistant - Conservation Office), were revised and refined over the last fiscal year in accordance with both the State regulations and Town Bylaws. These forms and guidance sheets have greatly simplified the process for applicants. Even with these time saving improvements, much of her time is spent assisting property owners and their representatives to understand the State and local regulations and assisting them in completing DEP's complicated permit applications. In addition to improving the permit application process, Sandy

continued her efforts to increase environmental education and provide a “user friendly” office. Visitors to the Conservation Commission Office were encouraged to take home informational brochures, educational posters, and pamphlets that offered many new and fun ways to “go green” and get involved in conservation efforts in their own back yards. One of the big hits this year was “Mini Gardens” that fit in 2-liter soda bottles- educational....and fun to watch grow!

There were no changes in membership for the Conservation Commission during this fiscal year. Commissioners Gary Young and Lisa Satterwhite continued as Chairman and Vice Chairman, with Amy Walkey as our Hearing Officer. Commissioners Neal Merritt and William Woodward served the entire year, as well as Associate Member, Lou Paradis. One Associate Member position remained vacant throughout the fiscal year. We look forward to working together again in the upcoming fiscal year.

Conservation Agent Patrick Gallivan completed five and half years with the Town in which time he completed several of the advanced courses of Massachusetts Association of Conservation Commissioners (MACC) Certificate Training Program. DMI Administrative Assistant Sandra MacFarlane completed her tenth year of service with the Conservation Office and also attended a number of trainings, concentrating on those that enhanced inspectional skills, such as soils and vegetation identification, as well as Best Management Practices including sedimentation and erosion control methods.

From the Conservation Office staff, we would like to thank the five members of the Commission and the Associate Commissioner for their countless hours of volunteer time and contributions to the Town of Hanover. Under the leadership of Chairman Gary Young, and because of the efforts of all of the members, the Commission has continued to protect the town’s resource areas while handing down fair and appropriate decisions through the public hearing process. As proof of this, for the fourth consecutive year, no decisions made by the Commission were appealed to either MA Department of Environmental Protection or to the MA Superior Court.

During fiscal year 2011, the Conservation Commission scheduled 24 regular meetings. Of those, 4 were cancelled, 1 rescheduled to a new date, due to summer schedules, and 2 additional meetings were held, for a total of 23 meetings. During those meetings, 69 public hearings were held for the following types of applications:

13 new Notice of Intent (NOI) applications were reviewed during 42 public hearings resulting in the issuance of 13 Orders of Conditions. Of those 13 Orders, 0 denials were issued.

3 Abbreviated Notice of Resource Area Delineation (ANRAD) applications were reviewed in 6 public hearings resulting in the issuance of 3 Orders of Resource Area Delineation.

13 Request for Determination of Applicability (RDA) applications were reviewed in 13 public hearings resulting in the issuance of 13 Determination of Applicability permits.

The Staff conducted 488 inspections (441 by the Conservation Agent and 47 conducted under the combined administrative/inspectional duties by the Conservation Administrative Assistant). The Staff also investigated over two dozen (+24) complaints from residents ranging from damaged trees to illegal dumping. Four (4) additional incidents resulted in enforcement actions and review at Conservation meetings. Further, many site inspections resulted in property owners filing the required applications for permits, such as Requests for Determination or Notices of Intent, and attendance at a public hearing. Several property owners were issued Violation Letters and/or Enforcement Orders as well, that resulted in improvements to the areas in question and more protection to sensitive resource areas.

The Commission also reviewed 33 requests for Certificates of Compliance for completed projects, 9 requests for extensions of time for incomplete projects approaching their deadlines, 15 requests to review minor changes to approved plans, 7 requests from various community groups and individuals for use of Conservation Parcels for various events such as fishing derby’s, cookouts, overnights, and large

family events, and **12** requests for Minor Activity Permits due to downed trees or other minor incidents not requiring a public hearing or meeting with the Commission.

Following is a summary of income for the Department:

Requests for Bank Letters/Release of Lot from Subdivision Orders	\$ 200.00
Requests for Certificates of Compliance (with fees- only for OOC's prior to 1993):	\$ 300.00
Requests for Public Records, Copies, other misc. income:	\$ 241.05
Requests for Emergency Orders and Certificates:	\$ 0.00
Site Inspection Fees and Minor Activities Permits	\$ 350.00
Requests for Extension Permits:	\$ 0.00
Enforcement Order Fees:	\$ 0.00
Notice of Intent applications and	
Notice of Resource Area Delineation applications:	\$ 16,023.50
Request for Determination of Applicability applications:	<u>\$ 1,450.00</u>
Total Income from Fees and misc:	<u>\$ 18,564.05</u>

Commission Members and Staff:

Gary Young, Chairman
Lisa Satterwhite, Vice Chairman
Amy Walkey, Hearing Officer
Neal Merritt, Commissioner (past Chair)
William Woodward, Commissioner (past Vice Chair)
Lou Paradis, Associate Member
Patrick Gallivan, Conservation Agent
S.D. MacFarlane, DMI Admin. Asst., Cons. Office

REPORT OF THE COUNCIL ON AGING

The Hanover Council on Aging respectfully submits its Annual Report for July 1, 2010 through June 30, 2011.

It is the mission of the Hanover Council on Aging to ensure that our elder residents are provided services, educational programs and activities which enhance and promote the highest quality of life for each individual.

The Senior Center is the visible point of access and outreach for older people in our community. The Hanover Council on Aging serves as the primary advocate of support services to seniors in Hanover.

BOARD

The Hanover Council on Aging Board is appointed by the Board of Selectmen. It consists of seven members who meet on a monthly basis to advise and assist the Director in the operation of the Senior Center.

The Hanover Senior Center and its Board members will continue its mission to promote the well-being and quality of life for older adults in the community.

STAFF

Staff at the Senior Center consists of a full-time Director and Outreach Coordinator, one part-time Transportation Coordinator, one part-time maintenance, two part-time administration (one volunteer), one volunteer/activities and three part-time van drivers.

MEMBERSHIP

The recent Census show the Hanover Senior population has increased by 43% and the trend continues to escalate. The additional space provided by the new Senior Center has allowed for the planning of programs on wellness and socialization which has proven to be very successful. This growth is reflective in the attendance at the Senior Center which has increased at an amazing rate since our opening.

OUTREACH

Home visits are made and need-assessments are formulated. Fuel Assistance, Medicare and medical insurance questions continue to be a concern for seniors. The Council on Aging Outreach worker coordinates the Fuel Assistance and Food Stamp Programs. We encourage residents of any age struggling with heating bills to contact us at 781-924-1913. The Outreach worker also serves as a liaison between the Police Department and the Sherriff's Department on the R.U.O.K. (Are You Okay?) program. We also link Seniors with other agencies that provide assistance.

NUTRITION

Meals are served five days a week with a Nutrition site Manager from Old Colony Elderly Services supervising the program. Meals on Wheels are included in the program. Volunteers support this important service. Meals on Wheels is one of the Council's most valuable programs.

TRANSPORTATION

We presently have one, twelve-passenger, handicapped-equipped van, including a chair lift. Any Senior, sixty and over, needing transportation may be taken to medical appointments, food shopping, to the Senior Center or to visit a loved one in a Nursing Home. This service is based on availability.

VOLUNTEER SERVICE

The Volunteers are the life blood of our Senior center. The Senior Center is able to accomplish much with our Volunteers commitment and dedication. The Hanover community has a wonderful network of volunteers who assist us on a daily basis. Volunteers are crucial to our operation. Without their thousands of hours of labor and professional services, our agency would not be able to adequately meet the needs of our seniors. In recognition of the priceless services that our volunteers provide, a Volunteer Recognition Breakfast was held in April.

PROGRAMS

The Hanover Council on Aging offers an array of programs, special interest classes and recreational/social activities throughout the year.

The variety of programs has increased this past year. We have added computer classes, Yoga, poker, crafts and Art Appreciation and Wisdom Works.

The following regularly occurs at the Senior Center:

Blood pressure screenings, Glucose Screening, Acupuncture, Hearing Tests, Foot care, SHINE counseling, legal assistance, Information and Referral, Friendly visiting program, computer classes, art classes, exercise, yoga, zumba, poker, cribbage, bridge, mah jong, water color classes, art deco classes, oil painting, knitting, VOICES, monthly ladies tea, men's breakfast, cultural programs and social events.

THANK YOU

The Hanover Senior Center and Council wish to express their gratitude to all town departments and all in our community who assists us in answering the various needs of the Hanover Senior community.

CONTACTING THE COUNCIL ON AGING

Office Hours: Monday through Friday 8:00 AM to 4:00 PM.

Location: 665 Center St, Hanover, MA, 02339

Telephone: 781-924-1913

Fax: 781-924-5071

E-mail for general inquiries: coa@hanover-ma.gov.

FUNDRAISING

Fundraising led by the Friends of the Hanover Council on Aging and the New Senior Center Building Fundraising Committee continue to raise money to supplement the Town and State funds, which is available to Hanover seniors. All donations and monies raised go directly to services for our seniors and the needs of the facility. We are extremely thankful for their support.

The Council on Aging fondly remembers Representative Robert Nyman and all that he had done for the Seniors of Hanover.

Respectfully submitted,
Donald Buckley, Chairman
Joan Picard, Secretary
Eleanor Kimball, Treasurer
James Gallant
Elmont Mickunas
Richard Farwell
Claire Flynn
Robyn Mitton, Director

REPORT OF THE BOARD OF HEALTH

The Board of Health respectfully submits the following report for the period of July, 2010, through June, 2011, to the citizens of Hanover. The current Board Members are: Walter Moran - Chair, John Dougherty and Lynn White.

The Board meets two times each month and all meetings are posted with the Town Clerk. The office is open Monday, Tuesday and Thursday from 8:00 a.m. to 4:00 p.m., Wednesday from 8:00 a.m. to 8:00 p.m. and Friday from 8:00 a.m. to noon. Anthony Marino, Health Agent, oversees day to day operations of the Health Office, under the umbrella of the Department of Municipal Inspections (DMI). A full time Administrative Assistant, Donna Tramontana and a permanent part-time Administrative Assistant, Kimberly Dixon staff the office. The Board would like to welcome Arthur Ceurvels to the ranks as he was hired to be the Assistant Health Agent in May 2011. The Board of Health contracts with the Hanover Visiting Nurses for a public health nurse, Nancy Funder. Nancy Funder is also the appointed milk inspector. Dr. Richard W. Ashburn, MD provides medical oversight to the Board of Health. Staff and occasionally consultants perform inspectional services, which may include; sanitary inspections, food inspections, public pool inspections, percolation tests, septic plan review and Title 5 installation inspections.

REVENUE:

Fees for the Board of Health licenses, permits and septic system inspections produced \$91,662.25.

SEPTIC PERMITS AND TESTS:

Disposal Works Permits:	73
Percolation Tests:	94
Observation Holes:	160
Tight Tanks:	3

LICENSES/PERMITS ISSUED:

Septic Installer	69	Milk	83
Septage pumpers	29	Public/private camps	1
Rubbish collectors	12	Public swimming pools	9
Food	155	Barns/stables	31
Catering/mobile	11	Body Art	1
Frozen food dessert	10	Tanning salon	1
Funeral director	1	Dorms/group homes/motels	13
Tobacco Sales	24	Title 5 Inspectors	50

REGULATIONS:

FOOD

The Board of Health continues to emphasize the important concepts of safe food handling, good personal hygiene, site security and food labeling.

Two (2) new food establishment permits were issued this year. Most food establishments are inspected at least twice per year.

TOBACCO

The Board continues to enforce regulations governing smoking in food establishments.

BODY ART

Body Art regulations encompass the regulation of tattooing, clarification and body piercing. The Board of Health has one establishment with a Body Art license in town.

SEPTIC

The Board of Health continues to review numerous domestic and commercial septic systems. The Board of Health monitors nine (9) commercial groundwater discharge permits on a monthly basis. This office also monitors the performance of thirty-seven (37) alternative treatment facilities and seventeen (17) non-industrial holding tanks.

POOL AND CAMP

The office continues to inspect and permit all camps, semiprivate and public pools in town. These regulations include requirements for camp facilities, medical information and medical oversight (including immunization histories) on campers and staff and expanded (SORI and CORI) checks on all adolescent, adult staff and volunteers. This year the office permitted two (2) summer camp, seven (7) semi-public pools and two (2) special purpose pools.

INDOOR AIR QUALITY

Indoor air quality issues continue to be an expanding area of concern in both commercial and residential settings. Many ventilation, mold and mildew issues, as well as hazardous chemical use and storage are now addressed during the occupancy inspections done jointly with the Building and Fire Departments.

DISEASE:

WEST NILE VIRUS/EEE/LYME

An increase in the mosquito population and a detection of the virus in the local mosquitoes of both West Nile Virus and Eastern Equine Encephalitis caused great concern for those engaging in outside activities. Precautions regarding protection against the viruses were once again broadcast.

Information on these diseases are available in the Board of Health office or on the Town of Hanover's website.

EMERGENCY PLANNING:

The Hanover Board of Health Local Emergency Management Plan (LEMP) outlines responsibilities and actions in response to: Infectious disease outbreak, Bioterrorism, Chemical or radiological incidents, public health emergencies and natural disasters or other emergencies requiring assistance from the Hanover Board of Health.

This plan outlines procedures to protect and maintain public health and safety, conduct disease investigation, distribute mass prophylaxis (vaccines and antibiotics) and provide support for other emergency response actions.

Working with the Massachusetts Department of Public Health Region 4B, the Board of Health receives grant funding to further the Towns emergency planning initiatives. Nancy Funder is the 4B representative for the Town of Hanover.

The Hanover Board of Health is continuing to recruit volunteers for a regional Medical Reserve Corps (MRC) who can serve during local emergency health situations in the community. Volunteers will be trained to assist their communities during public health emergencies. Anyone interested in volunteering can contact the Hanover Board of Health.

CLINICS:

The Board of Health offers Mantoux (TB) testing in partnership with the Hanover VNA on an as needed basis. This testing can be required for certain people, such as food handlers, people working with children and college students.

In November and December the annual adult immunization clinics were held. Residents were offered inoculations for flu, pneumonia and tetanus.

The Board held a rabies clinic in cooperation with Roberts Animal Hospital. Ninety-one (91) dogs and cats were vaccinated against rabies.

VACCINE REPORT:

As of July 1, 2008 The Board of Health no longer distributed communicable disease vaccines supplied by the State to schools and health care providers. These vaccines are shipped directly to providers from the State.

DISEASE REPORT:

The following cases of communicable diseases and animal bites were reported to the State:

- 29 Communicable diseases (Salmonella, Hepatitis, Tuberculosis, Viral Meningitis, Giardia and H1N1 Flu)
- 37 Lyme Disease
- 5 Dog bites
- 0 Cat bite
- 0 Miscellaneous bites

COMPLAINTS:

- 14 Unsanitary conditions (business)
- 3 Restaurant (uncleanliness)
- 1 Landlord (repairs, etc.)
- 1 Illegal dumping
- 4 Animal complaints (excluding dog bites)
- 3 Debris around business and homes
- 2 Odor
- 0 Miscellaneous
- 0 Indoor air quality

HOUSING:

- 5 Properties inspected
- 0 Court Actions
- 0 Condemnations

EMERGENCIES:

- 0 Food Bourne Illness (FBI) investigations
- 0 Restaurant Fires/Gas Leaks/Power outage
- 0 Unauthorized/non-permitted food services

During the elections that were held in May 2011, John Dougherty was re-elected for his second term on the Board of Health.

Respectfully submitted,
Walter Moran, Chairperson
Lynn White
John Dougherty

REPORT OF THE JOHN CURTIS FREE LIBRARY

July 1, 2010-June 30, 2011

To The Citizens of Hanover:

At the end of the fiscal year, the library's 20 public workstations – all of which have Internet access and are loaded with software programs such as word, excel, Microsoft Power Point, and Publisher, were reserved by library patrons a total of 7,852 times. These computers are not only utilized for research but are also being used to look for and apply for jobs, check email, and write resumes. Last year 7,363 library patrons were registered as Hanover Library users. Of this number, 6,720 registered borrowers are Hanover residents. These Hanover Library patrons have unlimited access to the 75,562 items the library owns and the three million items the 28 members of the Old Colony Library Network own. The twenty-eight OCLN member libraries share a web-based catalog that allows anyone with a valid library card to borrow materials from member libraries. In fiscal year 2011, the library borrowed 19,164 items for Hanover patrons and lent 21,758 items to other libraries. OCLN's database is available seven days a week, 24 hours per day. The home user may place holds, renew items, download music and audio books, and do research using one of the Network's many reference databases available online. For those patrons with email, the Network's computer system will alert them when library materials are due and when items are available for pick up.

The Children's Room, under the direction of Librarian Lynne Campbell hosted 253 programs with a total attendance of 4,333 youngsters. Programs included story times, book clubs, crafts, concerts, a recycling contest, holiday events, plays, and a summer reading program. Eighty-two adult programs were sponsored by the library including Internet and computer instruction, author events, piano and singing concerts, yoga sessions, an annual spelling bee, and informational slide shows. The Friends of the Library, led by Chair Tracy Marchetti, sponsored a number of events including fundraising raffles, an annual book sale, and a series of classical music concerts. The Friends also purchased the New England Aquarium, the Franklin Park/Stone Zoo, and the South Shore Science Center passes for the library. Other passes owned by the library and available for Hanover residents include the Children's Museum Pass (generously donated by Artistic Dentistry of Hanover), Science Museum, Museum of Fine Arts, JFK Museum, Roger Williams Zoo, the Isabella Stewart Gardner Museum pass, and Plimoth Plantation (funded jointly by the Hanover Cultural Council and an anonymous donor in memory of Neva Peroni Newcomb). Passes may be reserved in the library or online by visiting the library's website at www.hanovermass.com/library.

National Library Week was celebrated in April with a number of children's and adult activities including a breakfast honoring the many volunteers who worked throughout the year for the benefit of the library. The Hanover Woman's Club, Jrs once again graciously consented to host the event.

After two consecutive terms as Library Trustee, John O'Leary decided not to run for another term and Elaine Shea was elected to the Board of Library Trustees. The other Trustees and the Library Staff thank John for all his hard work and wish him well in his new endeavors.

A number of organizations and individuals made donations to the library during the year. The Hanover Lions, Woman's Club, Jrs, South Shore Genealogical Society, Hanover Garden Club, and members of the community donated library materials or made contributions toward the purchase of library materials. The Trustees and staff are most grateful for this continued support.

Respectfully submitted,
Board of Library Trustees

Joan Thomas, Chairman
Elaine Shea, Treasurer
Lawrence Bandoni, Secretary

REPORT FROM THE OFFICE OF VETERAN SERVICES

July 1, 2010 to June 30, 2011

The Hanover office of Veterans' Services continues to serve Veterans, their spouses and/or dependents by counseling, advising, and assisting in procuring Federal and State benefits or entitlements for which they may be eligible. On the State and Local levels, we seek benefits for financial assistance; medical treatments; fuel assistance; tax abatements; housing; employment and counseling to those that are qualified under MGL: Chapter 115. The program is 75% reimbursable back to Hanover.

The process may require appointments at the office or the client's home, or the JFK building in Boston, and at VA Hospitals in order to verify and justify eligibility. An investigation of assets or other sources of income is performed to seek alternative sources such as Social Security, Social Security disability, and VA pensions for which the Veteran and/or spouse and dependents may be eligible. This investigation helps limit the financial exposure to the Town and the State. The Federal Government does not automatically grant benefits to Veterans. Veterans must apply for benefits. The Veterans' Service Officer also visits hospitalized Veterans and those in nursing homes and eldercare facilities.

Our department also provides assistance in obtaining federal benefits such as service-connected disabilities, non-service pensions, enrollment in the VA Healthcare System and educational benefits. We provide Veterans and dependents assistance in obtaining military records, replacement of medals and ordering grave markers. The office supports town activities such as Memorial Day and Veterans Day.

The needs are growing very fast in today's post-Iraq conflict and continue in Afghanistan with Veterans arriving home to a very poor economy and needing transitional benefits such as employment training, job search, medical care and housing assistance.

Our office is located in the lower level of town hall next to the Town Clerk. It has discreet and excellent ground-level and elevator access for older or handicapped Veterans, their spouses and dependents.

I also serve as VSO in Duxbury and travel between the two towns based on need. This continues the tradition of the "district" between Duxbury and Hanover. I would like to thank Priscilla Bracket of Kingston who continues to provide her services and expertise on a regular basis.

Respectfully submitted,

Michael J. Thorp
Assistant Veterans' Service Officer

REPORT OF THE VISITING NURSE

To the Board of Selectmen and the Citizens of Hanover:

The Hanover Visiting Nurse Association continues to provide health care to all residents and has since its founding in January, 1929.

The Hanover Visiting Nurse Association offers a wide variety of health promotion and illness prevention programs to residents. Our cholesterol-screening program is most popular. Cholesterol, LDL, HDL, Triglyceride and Glucose levels obtained during visit and results and cholesterol education in one visit.

Nursing staff attends various programs, lectures and seminars throughout the year.

Our staff works closely with other Town departments. Nursing services are provided to the Board of Health when required. We work closely with the Council on Aging, School Nurses, Police and Fire Departments. We also work closely with area hospitals and rehabilitation centers.

The VNA office is well aware of the medical and welfare concerns within the community and the resources to address them.

The Hanover Visiting Nurse Association sponsors children to camp each summer, awards scholarships and assists families in need throughout the year. These past few years an increase has been noted for those needing assistance.

The generosity of the Hanover Community makes our work possible and for this we are most grateful.

My deep appreciation to our volunteer Board of Management who are always willing to assist. I also extend my thanks to Nancy Funder, RN, Ellen Lehane, RN and secretary, Donna Hynes.

A total of 3101 clients were seen this past year. A total of 1009 nursing visits, 852 health promotion visits and 1240 seen at various clinics.

SCHEDULE OF CLINICS HELD THROUGHOUT THE YEAR

Blood Pressure:

Adult: 2nd Wednesday each month, 6:30 – 7:30 P.M., Nurse's Office, Town Hall or by appointment.

Legion Housing: 2nd Wednesday each month, 1:30 – 2:30 P.M., Except July & August.

Cardinal Cushing Housing for the Elderly: First Wednesday of the month, 1:30 – 2:30 P.M., at alternating buildings. Except July & August.

Hanover Senior Center: Last Wednesday each month, 12:00 – 1:00 P.M.

Diabetic Screening: Last Friday each month, 8:00 – 9:00 A.M. in Nurse's Office, Town Hall. Appointments requested.

Cholesterol Testing by appointment only. Fee \$10.00 for residents. \$15.00 non-residents.

Mantoux (TB) Testing by appointment only. Fee \$5.00.

The Visiting Nurse's Office is located on the lower level of the Town Hall. An answering machine will take your messages even when the Nurse is out of the office.

Respectfully submitted,

Maureen L. Cooke, RN
Nurse Administrator
Visiting Nurse

REPORT OF THE BOARD OF PUBLIC WORKS

The mission of the Department of Public Works is to protect, preserve, improve, and manage the Town's infrastructure and related assets. This infrastructure includes the Town's roadway and drainage networks, cemeteries and parks, transfer station, water distribution system, and water treatment plants. The Department employs 37 full-time and five seasonal or part-time employees. Public Works employees are either working or on-call 24 hours a day, seven days a week, 365 days a year to respond to any infrastructure related challenges that may arise.

The Board of Public Works would like to recognize equipment operator Vincent Clancy who retired after 29 years with the Town. We wish Mr. Clancy well in his retirement. Water treatment division employee Scott Kendrick was promoted to the position of chief water treatment plant operator. Lauren Devine was appointed as the Recreation Administrator. Wendy Mills was hired as a water treatment plant operator.

The change to a Town Manager form of government which was implemented in August of 2010 drastically changed the role of the Board of Public Works. Most of the duties of the Board were transferred by the enabling Town Manager statute to the Town Manager. The Board of Selectmen retained the water rate setting authority. The Town Manager subsequently delegated many of the day to day roles to the Director of Public Works while retaining oversight authority. The Board of Public Work's role has become one of advisory in nature. The Director of Public Works has asked the Board to meet on a regular basis to discuss general public works policy and to advise him on water abatement decisions and other situations where residents are unhappy with decisions that have been made. While DPW staff is busy on a day-to-day basis responding to the operation and maintenance needs of the Town's infrastructure, they need feedback on the issues that are important to residents. The Board of Public Works welcomes your feedback on any town issue and will communicate your thoughts to both the Director of Public Works and to the Town Manager. The Director of Public Works also welcomes residents to contact him and speak their mind on the issues that are important. We don't always have the resources to solve every problem, but will consider your concerns and do the best we can to meet your expectations.

In addition to the change in the role of the Board of Public Works, the Director of Public Works was given day-to-day oversight in FY 11 of the Town's recreation staff and programs, including the popular summer programs. Recreation policies are still determined by the Parks and Recreation Committee and as such we will defer the detail discussion on the recreation programs to the Parks and Recreation Committee's report. However, we would still like to recognize that the recreation program is a \$400,000 to \$600,000 program with one full-time administrator and approximately 60 summer recreation employees. As the program changes over time, it does change the activities of other DPW divisions. The bringing of recreation programs in under the DPW has allowed for greater coordination between recreation employees and DPW employees and as such we see this as a positive result of the Town Manager transition. Day-to-day recreation activities are managed by Recreation Administrator Lauren Devine. The recreation division operates out of the Recreation Center at 624 Main Street.

The DPW is organized into operating divisions. As we have done in the past, what follows is a brief description of the activities of these divisions for the fiscal year.

PUBLIC WORKS AND WATER ADMINISTRATION

The public works and water administration divisions provide overall budgeting, planning, accounts payable, payroll, water billing, public bidding, and general administrative support for all DPW operations. In addition, the divisions handle thousands of telephone calls a year and are responsible for issuing roughly 21,000 water bills and 8,000 transfer station stickers annually.

The administration division continues to manage the development of the Forge Pond Park which is being built on King Street adjacent to Forge Pond. Phase II of the project, the construction of three little league fields and three softball fields, progressed through FY 11. Unfortunately, the contractor delayed the start of construction and faced early winter conditions, delaying our ability to seed one of the three baseball fields and all three softball fields in the fall of 2010 as we had hoped. The harsh winter also lingered, preventing an early March restart to the project. The result is that we did not get the grass growth we had hoped for. Nevertheless, we are still pushing to open the facility under the timetable that we projected last year. We expect the grass on the soccer/lacrosse fields to be mature enough to open them for limited use in the fall of 2011. While the grass won't be as robust as we would like, we still hope for some limited play on the softball and baseball fields in the spring of 2012. We ask residents for patience as the native soils do contain weed seeds that will take some time to get completely under control. We expect that irrigation and fertilization will allow the grass on the baseball and softball fields to thicken over time, choking out the weeds.

HIGHWAY

The highway division maintains the Town's network of roads and drainage systems, including all related structures such as sidewalks, shoulders, pavement markings, and street signs. The division is responsible for roughly 85 miles of roadway, 35 miles of sidewalks, and 55 miles of curbing. The drainage system contains roughly 2,800 catch basins, 1,300 manholes, and numerous miles of drainage pipe. The exact number of signs is not known.

The road program completed work that started in FY 10. Pantooset Road, River Road, Laurie Lane, Bard Rock Lane, Beech Tree Road, Willow Road, Bardin Street, and Cheryl lane all received their top coat in July of 2010. We are quite pleased that the May 2011 Town Meeting and subsequent town elections authorized an \$8.5 million override to repair most of the substandard roads in Town. This work, which will commence in the summer of 2011 with the reconstruction of West Ave, will ultimately result in some very heavy construction seasons in 2012, 2013, and 2014. Unfortunately, advertising deadlines limit the amount of work we can accomplish on such short notice for the summer of 2011.

The Department completed the repairs to the Washington Street and Curtis Crossing (Elm Street) bridges in FY 11 in conjunction with the Town of Pembroke. During FY 11, the Massachusetts Department of Transportation fast-tracked and completed the reconstruction of the Teague Bridge (Broadway at the Hanson line). This project saved the Towns of Hanover and Hanson over \$2 million.

Work on the Hackett's Pond Dam has stalled due to insufficient funds. We are told that the regulatory environment with respect to dams has increased over the past few years and as such the cost of design and permitting has also increased. We continue to look for ways to meet our obligations to maintain this dam as well as the other three dams under our jurisdiction in this

ever challenging economy. We anticipate that the repairs will likely take place as a series of incremental repairs, some of which will be done with Town forces to minimize the costs.

We report again this year that storm water management continues to be a topic of great concern to the Board of Public Works. Like all other communities of our size nationwide, we are under a mandate under the Federal Clean Water Act to reduce the amount of pollutants entering the rivers and streams in our community as a result of our storm water system. As Hanover has built up, the margin of error for the failure of the storm water system has grown smaller and smaller. We are seeing more frequent incidences of flooding as a result of greater impervious area, not only in Hanover but also in the communities to the north and west of Hanover which partially drain through Hanover. The extreme flooding that occurred in March of 2010 is an example of stress on the Town's drainage systems. In addition, as some of the subdivisions built in the 80's and 90's start to mature, the retention ponds that were built to support these subdivisions are starting to fail due to improper maintenance. In general, the basins were designed to be maintained by homeowner's associations that were supposed to have been formed by the residents of each subdivision. This has with few exceptions simply not happened. As time goes on, we expect that the state or federal government will most likely mandate the formation of storm water utilities whose specific purpose will be to adequately maintain the storm water network. Such utilities are typically supported through user fees based on the amount of impervious area on each property. This activity is currently beyond the existing resources of the DPW. As a result we respond to problems as they come up but are unable to completely and adequately manage this infrastructure within current funding sources.

As we have done in years past, we wish to remind residents who live along drainage ditches and streams that these ditches and streams are an integral part of the Town's drainage system. Encroachment by abutters, often as simple as a leaf pile, grass clippings, or brush placed near the bank of a stream, narrows the capacity of the stream, causing backups and often flooding upstream. Children's toys and plastic buckets that find their way into the streams can cause similar problems. We ask residents to help themselves and their neighbors by keeping these streams clear. Please notify the Department if you see any buildup of debris near a drainage inlet, outlet, or culvert pipe in your neighborhood.

The total cost of highway operations in FY 11 was \$477,011.

SNOW AND ICE

FY 11 was an slightly busier than average snow and ice season with thirteen plowable storms and 31 salting runs at a total cost of \$572,484. While the number of salting runs has remained fairly close to average over the past few years, the number of plowable storms has been above average for the past three years. A "normal" year is typically four to five plowable storms and 25-30 salting runs. FY 11 saw 31 salting runs and 13 plowable storms. The frequency of plowable storms forced the town to expend resources to push back roads in February to maintain minimum street widths for safety, something we have not had to do in many years

Salt prices have remained stable over the past two years as a result in our ongoing participation in the state salt contract. This coupled with our efforts to reduce the quantity of salt applied to roads has allowed us to somewhat control our costs. We purchased 3,100 tons of salt in FY 11, down from 4,400 tons in FY 05, the last extremely difficult year. The Board credits the Town's storm managers and sander operators for this savings.

A single round of salt applied to the Town's roads, including labor costs, is approximately \$6,500. The Department's snow and ice managers participate in ongoing continuing education programs offered by various agencies such as the Federal Highway Administration and Mass Executive Office of Transportation to learn ways to manage snowstorms at lower costs while still achieving the same results. By applying some of the lessons from these programs to our operation, we have been able to reduce our salt usage by 40-45% without a noticeable reduction in the level of service. However, this reduction requires greater oversight by storm managers of the weather conditions and application rates, as well as proper timing of the applications. We feel we are ahead of the curve in these areas, reducing the quantity of material used per lane mile while still achieving the goals of the Board's "black road" policy.

The Board of Public Works understands that Hanover is a bedroom community and the residents have a desire to get out of their houses to get to work shortly after a storm. Like most of the surrounding communities we maintain a "black road" policy. This aggressive snow and ice control policy is quite expensive to maintain and requires the use of up to 40-45 contract plows to supplement our own 20-25 pieces of equipment for every storm. The cost of a 3 inch or more snow storm is \$3,500-\$5,500 per hour with a typical snow fighting effort lasting 12-15 hours and sometimes longer. The heavy use of deicing chemicals also takes its toll on vehicles, drainage structures, and the environment. These additional costs are impossible to quantify. Finally, accumulated compensatory time in lieu of overtime as optionally provided for under the federal Fair Labor Standards Act reduces productivity across the entire Department in the late spring and summer as employees take well-earned time off. We have increased the use of contract plows in the past few years to reduce the wear and tear on Town equipment. This shift is an acknowledgement that capital funds for vehicle replacement are simply not available. We are therefore trying to extend the life of our existing equipment. A secondary benefit of additional contract plows is a reduction in the stress that long duration storms place on Town employees. The DPW does have an aging workforce and long duration storms take their toll on our personnel. Nevertheless, town workers are solely responsible for all salting operations and are fully engaged from start to finish on all plowing operations.

Despite the ongoing costs, the Board of Public Works will continue to advocate for a "black road" policy as long as it continues to be a priority for the residents. We are, however, starting to see the Commonwealth of Massachusetts reduce its level of service regarding snow and ice control, especially on the overnight hours when traffic is reduced, and this may pave the way towards similar reductions on the local level as attitudes evolve.

The Board of Public Works wishes to remind residents that the Department needs to fully clear roads from edge-of-pavement to edge-of-pavement to ensure adequate access for public safety vehicles and to ensure that there will be adequate room, especially in January and February, for the next storm that may come through. This policy is largely driven by the need for emergency vehicles to have access to and staging areas in front of houses should the need arise. The result is a policy similar to that of the Massachusetts Highway Department regarding snow plow damage. The Town is not responsible for damage to mailboxes, fences, shrubs, etc... that are within the layout of the road as a result of the snow removal operation. The road layout, which varies from street to street, typically extends 5-8 feet past the edge of the pavement. The vast majority of snow damage is caused by the weight of the snow coming off of the plow. We do actively monitor the performance of our employees and contractors and strive to try to have supervisors investigate all reports of damage to ensure that damage isn't the result of reckless behavior.

We understand the need to have mailboxes close enough to the road to ensure that mail will be delivered by the U.S. Postal Service. We recommend placing mailboxes 18-24 inches off of the curb line where they will be typically far enough away from the road to avoid being hit directly by a plow and still be accessible to the mail carrier.

The Board of Public Works asks those of you who have private plows to not plow your snow into the street. This also extends to those who use snow blowers. Not only does this create a hazard to the traveling public but it also increases the Town's costs as it often forces us to go back and replot streets that have already been cleared and treated with chemicals. In addition, we caution you to keep your children and pets away from the side of the road and the snow banks when plows are in the area. Visibility during a storm is typically very poor and road conditions are such that it is very difficult for a snow plow to stop quickly on an icy road.

Snow removal is a strenuous and stressful task for all of those who are involved. Our focus is public safety. While storms may leave you frustrated, we ask you to be considerate and to understand that drivers simply can not pay special attention to your driveway or mailbox as there are 5,000 driveways and 5,000 mailboxes that line the Town's streets. The Board of Public Works thanks our plow operators for their efforts so that the rest of us can lead our lives during the winter with minimal disruption.

PUBLIC GROUNDS AND CEMETERY

The public grounds division maintains the Town's three cemeteries, the Town's athletic complexes including Ellis Field, Myrtle Street Playground, B. Everett Hall Field, Gallant Field, Briggs Field, and Forge Pond Park, as well as the grounds of the Library, the Stetson House, the Luddam's Ford site, fire stations, and the DPW facilities. School department personnel maintain the fields behind and adjacent to the schools with the exception of the fields behind Sylvester School and Center School which are now maintained by the DPW. The public grounds division also maintains an active tree and roadside brush control program around town. All told the division operates and maintains approximately 88 acres of facilities with a staff of 5 employees and is assisted in its larger projects by employees of other DPW divisions.

The Board and the DPW's employees take pride in the condition of the playing surfaces and will continue to work hard in the future to work with the Parks and Recreation Committee and local groups to provide residents with high quality recreation facilities. We are quite concerned, however, that while we are excited that the number of parks has increased and the usage of the parks has increased, the resources and time that are available to the public grounds staff to maintain the facilities has not increased. We are unfortunately on a collision course between needs and available resources. Without an increase in resources, whether that is through the tax rate or through user fees, we do expect that the quality of service we provide will have to be scaled back over time.

A total of 82 graves in 37 lots were sold in the Hanover Center Cemetery in FY 11. The cemetery staff accommodated 84 internments including cremations. Overall, the cemetery operation took in \$101,555 in revenues in FY 11.

The Board of Public Works thanks the department staff and the residents whose efforts make the Hanover Center Cemetery such a beautiful venue for the Town's annual Memorial Day Observance.

The total cost of public grounds operations in FY 11 was \$180,621. Cemetery operations cost an additional \$115,419. As the staffs and resources of these operations are shared, we will be combining the budgets and end of year totals for next year's report.

TRANSFER STATION

The transfer station division continues to offer a cost effective means of handling the Town's solid waste needs. Through the recycling efforts of the residents, a significant percent of the total waste handled by the Town was diverted to recycling programs. Not only do these programs remove much of the state banned wastes from the waste stream, they significantly reduce the cost of operations as the cost of trucking and disposing of the recycled items is well below the cost trucking and disposing of the mixed waste that ends up being thrown in the main pit.

The overall amount of waste handled by the transfer station was down slightly in FY 11. The table below summarizes the amounts of various categories of waste for the past three years.

	FY 09 tons	FY 10 tons	FY 11 tons	% Change FY 10 to FY11
Mixed Waste (main pit)	4,448	4,539	4,501	-0.8%
Construction and Demolition	1,014	1,096	947	-13.6%
Bulky Furniture	131	183	144	-21.3%
Paper	520	456	419	-8%
Cardboard	306	331	337	1.8%
Plastic	87	88	88	0%
Cans	18	19	18	-5.3%
Glass	118	132	140	6.1%
Metals	317	337	275	-18.4%
Other Recyclables	217	237	202	-14.8%
Yard Waste (estimate)	1,700	1,700	1,700	0%
Total Solid Waste	8,876	9,118	8,771	-3.8%

The approximate cost per ton, including labor and overhead for each of the components of waste was as follows: mixed waste - \$114.78, construction and demolition - \$129.93, bulky waste - \$209.50, recyclables - \$45.21, yard waste - \$6.64. The cost of recyclables is based upon the overall cost of the entire recycling program, including labor and fixed overhead. Many of the recyclables have no trucking or disposal costs and in fact generate revenues.

The DPW's brush and compost piles located on Ames Way are considered part of the Town's solid waste operation. These piles divert waste which many years ago was handled through back yard brush and compost piles. As time has gone on, this type of waste found itself into landfills and incinerators as residents statewide did not want to have piles in their yards. To combat the

growing problem, the state somewhat mandated that communities offer brush and compost piles to divert such waste so it could be recycled. The Town's brush pile costs \$6,100 to process in FY 11. The compost pile costs \$5,200 to manage. Residents are urged to utilize extreme caution and to drive slowly when entering the highway facility as this is an active highway maintenance facility. In addition, residents are reminded that both piles may be closed at times for maintenance and are not open during or shortly after snow storms.

The Board of Public Works wishes to remind residents that the Town does have a mandatory recycling bylaw. In addition, State regulations ban recyclable materials from landfills. The Board encourages residents to take full advantage of the recycling opportunities so tax dollars that are literally thrown away with the solid waste can be used for more constructive purposes.

Total revenues from solid waste operations in FY 11 were \$145,338, up from \$132,949 in FY 10, largely due to a rebound in market price for recycled newspaper and cardboard. Total expenses associated with the Town's solid waste operation in FY 11 were \$774,181, down from \$798,899 in FY 10.

WATER TREATMENT

The water treatment division maintains and operates the Town's three water treatment plants and nine wells in four well fields. Overall, the treatment division produced 502,857,140 gallons of water during the fiscal year.

Increases in energy costs and their subsequent effects on the commodities markets continue to stress the water treatment operation. Electrical costs account for 23 percent of the treatment expenses. Chemicals account for 15 percent. Any change in either of these two items has a significant impact on the treatment costs. We are constantly looking for ways to stabilize these costs.

Labor costs also play a significant role in the water treatment operation, accounting for 36 percent of our operating costs. We continue to be hampered by a local and a nationwide shortage of licensed water treatment operators. We continue to look for ways to automate treatment operations to control labor costs and increase reliability of the facilities.

The Department processed 120.6 million gallons of water through the Broadway Treatment Plant in FY 11 at a cost of \$2.23 per thousand gallons. The Beal Plant processed 90.9 million gallons at a cost of \$2.41 per thousand gallons. The Pond Street Plant treated 291.4 million gallons at a cost of \$2.44 per thousand gallons. The numbers reported in last year's report did not include labor. Overall, the cost of producing water is up slightly due to increases in maintenance costs that were deferred in FY 10.

We wish to remind residents that Hanover receives all of its drinking water from that which falls from the sky and sinks into the ground. The Town is limited by the Commonwealth of Massachusetts in the amount of water we may withdraw from the ground over the course of the year. This limit, known as our Water Management Act permit amount, is designed to protect the region's rivers and streams from being pumped to dangerously low levels by area water suppliers. The Town is at our Water Management Act ceiling as a result of new development and the over watering of lawns. Increasing regulation at the state level to protect the environment will force mandatory water bans in the future. We encourage the use of

conservation measures including environmentally friendly landscaping techniques to minimize the outside use of water. The Department continues to partner with the North and South Rivers Watershed Association (NSRWA) in co-sponsoring their Greenscapes program. Details of this program are available on the NSRWA's website at www.nsrwa.org. We encourage you to visit this website as well as those of the Environmental Protection Agency (EPA) (www.epa.gov) and the American Water Works Association (www.awwa.org) to learn more about drinking water.

The total cost of water treatment operations in FY 11 was \$1,240,881.

WATER DISTRIBUTION

The water distribution division manages and maintains roughly 110 miles of water mains, a thousand fire hydrants, over a thousand distribution system valves, and approximately 4,900 water services. This year the division performed 21 emergency repairs of water breaks, replaced three hydrants, repaired eleven water service breaks, installed two new water services, supervised the installation of sixteen new meters on services installed by contractors, performed annual flushing of the Town's fire hydrants and water mains, and continued with the ongoing testing, repair, and replacement of water meters. In addition, the division maintained an aggressive program of testing of backflow prevention devices, performing 475 tests on 303 devices to ensure and protect the integrity of the distribution system from cross contamination. Finally, the water distribution division performed approximately 21,000 water meter readings.

The water distribution division continued its program of installing radio read water meters. The current count is 718 meters. As we reported last year, the conversion to radio read meters is a natural progression of the Town's meter automation efforts that started in 1988 which we hope will help us perform the 21,000 meter readings we do annually in a more efficient manner.

The total cost of water distribution operations in FY 11 was \$548,154.

LAND DEVELOPMENT

The Department provides inspectional services of new subdivisions to ensure the infrastructure under construction is built to the specifications of the Planning Board's Rules and Regulations for Subdivisions. This is an on-going process as projects sometimes take multiple years to complete.

The Department is currently monitoring five projects that are under construction. Several of these are substantially complete with only minor items remaining before they will be ready for street acceptance.

Nash Landing was accepted at the May 2011 Town Meeting based on a favorable recommendation of the Board of Public Works and Planning Board.

In conclusion, the Board recognizes the dedication of its employees who continue to respond whenever they are asked to solve whatever challenging problem they are asked to solve, regardless of the time of day, the day of the week, or the weather. Public works organizations nationwide take pride in making things work with whatever resources they have available, and the Hanover DPW proudly subscribes to this operating philosophy. Our goal is to accomplish our mission with as little fanfare as possible and our employees make this goal a reality. We

once again ask residents to personally acknowledge the efforts of these individuals as they see them around town.

Respectfully submitted,

Board of Public Works
Louis N. Avitabile, Chairman
Edward P. Ryan
John L. Benevides

Commonwealth of Massachusetts

Town of Hanover

Warrant for *Special* and Annual Town Meeting

With Advisory Committee Recommendations

Plymouth, SS

Greeting:

To any Constable of the Town of Hanover in said County.

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town who are qualified to vote in Elections and Town Affairs to meet in the Hanover High School, CEDAR STREET, HANOVER, on

MONDAY, THE 2ND DAY of MAY, 2011

Special Town Meeting at 7:30 P.M.

Annual Town Meeting at 8:00 P.M.

Pursuant to the Americans with Disabilities Act, the Town will make every effort to assure that Town Meeting is accessible to individuals with disabilities. Should any assistance be desired in this regard, please contact the Board of Selectmen's Office at (781) 826-2261.

Commonwealth of Massachusetts

Town of Hanover

Warrant for **Special** Town Meeting

Plymouth, SS

Greeting: To any Constable of the Town of Hanover in said County.

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town who are qualified to vote in Elections and Town Affairs to meet in the Hanover High School, CEDAR STREET, HANOVER, on

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ARTICLES FOR **SPECIAL** TOWN MEETING WARRANT, Monday, May 2, 2011

ARTICLE 1. To see if the Town will vote to appropriate or transfer from any available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$50,000, or another sum, for the purpose of installing equipment from the old high school to other school locations, funds to be expended at the direction of the School Committee, or take any other action relative thereto.

Hanover School Committee

Recommendation to be made at Town Meeting.

ARTICLE 2. To see if the Town will vote to appropriate a sum(s) of money or transfer from any available funds, or to transfer from other accounts, pay such accounts as may be presented against the Town for which an appropriation does not exist, or take any other action in relation thereto.

Prior fiscal year bill for Edible Arrangements \$82.00

Town Accountant

We move that the Town vote to appropriate the sum of \$82.00 from Town Hall expenses account to make payments as follows; Edible Arrangements \$82.00.

ARTICLE 3. To see if the Town will vote to transfer from other accounts to the following Town departments to meet anticipated FY2011 deficits or unforeseen costs therein, or take any other action in relation thereto.

Snow and Ice expenses \$186,910
Snow and Ice salaries \$ 5,450
Veterans Benefits \$ 20,000
Unemployment Compensation \$ 50,000
Police Expenses \$ 10,000
ECC Expenses \$ 6,000
\$278,360

Advisory Committee

Recommendation to be made at Town Meeting.

ARTICLE 4. We move to have the Town vote to transfer the dedicated name, Harry Gerrish Memorial Athletic Field, from the old high school football field to the new high school football/ multi sport field, located behind the new Hanover High School, or take any other action relative thereto.

By Petition: Stephen P. Gerrish

John T. Thomson

Jean Concannon

Mike Cramer

Paul Nimeskern

Petitioner to make main motion.

Anticipated main motion – We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the petitioner.

ARTICLE 5. To see if the Town will (1) authorize the Board of Selectmen to exercise the Town's right of refusal under General Laws Chapter 61 to purchase 20± acres of land located on Assessors' Map 53, Lot 22A, 120 Circuit Street as presented to the Town by Rebecca Milberry as Trustee of the Denham Family Realty Trust under a purchase and sale agreement with JS Barry Development LLC, 300 Longwater Drive, which was received by the Town Clerk and Selectmen's office on March 18, 2011 and a Notice of Intent received by the Selectmen's office on March 21, 2011 and (2) pursuant to Massachusetts General Laws, Chapter 44B and the Hanover General By-Laws, Section 4-19, appropriate from the Town's Community Preservation Funds, or authorize borrowing with Community Preservation Funds the amount of \$550,000, or another sum for said purposes, and (3) establish such terms therefore as it deems in the best interests of the Town, or take any other action relative thereto.

Community Preservation Committee

Board of Selectmen

Recommendation to be made at Town Meeting.

ARTICLE 6. To see if the Town will vote to appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$25,000, or another sum, for the purpose of installing an integrated Point of Sale System for the Food Service Program at Cedar School, Center School, Sylvester School and the Middle School, funds to be expended at the direction of the School Committee or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

And you are hereby ordered to serve this Warrant by posting attested copies thereof fourteen days, at least, before the time of said meeting.

Given under our hands this 4th day of April 2011.

BOARD OF SELECTMEN

David C. Greene

Susan M. Setterland

Daniel A. Pallotta

Joseph P. O'Brien
Joseph R. Salvucci

_____, Constable _____, 2011

Commonwealth of Massachusetts

Town of Hanover

Warrant for Annual Town Meeting

Plymouth, SS

Greeting:

To any Constable of the Town of Hanover in said County.

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town who are qualified to vote in Elections and Town Affairs to meet in the Hanover High School, CEDAR STREET, HANOVER, on
MONDAY, THE 2nd DAY of MAY, 2011

At 8:00 P.M.

Pursuant to the Americans with Disabilities Act, the Town will make every effort to assure that Town Meeting is accessible to individuals with disabilities. Should any assistance be desired in this regard, please contact the Board of Selectmen's Office at (781) 826-2261.

ISSUE SUBMITTED BY

- 1 Accept Reports in Annual Town Report Advisory Comm.
- 2 Hear and Accept Reports of Committees Advisory Comm.
- 3 Authorize Treasurer to Accept Trust Funds Treasurer/Selectmen
- 4 Authorize Treasurer to Dispose of Tax Title Land Treasurer/Selectmen
- 5 Sell Town Owned Land Board of Selectmen/Treasurer
- 6 Enter into Compensating Balance Agreements Collector/Treasurer
- 7 Assume Liability to Allow State DEP Work Board of Selectmen
- 8 Set Pay for Elective Officers Advisory Comm./Town Manager
- 9 School Sick Leave Buyback Account Advisory Comm./School Comm.
- 10 Town Sick Leave Buyback Account Advisory Comm./Town Manager
- 11 Schoolhouse Maintenance Board of Selectmen/Town Manager
- 12 Cable Television PEG Access Receipts Town Manager
- 13 General Fund Budget Advisory Comm./Town Manager
- 14 Water Department Budget Advisory Comm./Town Manager
- 15 Appropriate for CPC Set Aside Community Preservation Committee
- 16 Remove Deputy Fire Chief Position from Civil Service Town Manager/Selectmen
- 17 Gasoline Contaminants (MTBE) Settlement Board of Public Works/Town Manager
- 18 Appropriate Funds to Stetson House Overseers of the Stetson House
- 19 Appropriate Fines Received Trustees of John Curtis Free Library
- 20 645 Center Street - CPC Community Preservation Committee
- 21 645 Center Street - Selectmen Board of Selectmen
- 22 Transfer CPC Funds to Affordable Housing Trust CPC/Affordable Housing Trust/Housing Authority
- 23 Transfer CPC Funds – Cemetery Restoration CPC/Historical Commission
- 24 Transfer CPC Funds - King Street Fields Community Preservation Committee
- 25 Amend General By-Laws – Town Manager Bylaw Review Committee/ Board of Selectmen
- 26 Amendments to the General By-Laws Bylaw Review Committee/ Board of Selectmen
- 27 Establish New Recreation Revolving Fund Town Manager
- 28 Demolition Curtis School Board of Selectmen
- 29 Purchase Police Vehicles Police Department/Town Manager
- 30 Purchase and Equip Ambulance Fire Department/Town Manager
- 31 Purchase Cardiac Monitor/Defibrillators Fire Department/Town Manager
- 32 Appropriate Funds for Special Needs Van Hanover School Committee /Town Manager
- 33 Smoke Doors at Middle School Hanover School Committee /Town Manager
- 34 Interchange District Planning Board
- 35 Finance Water Pollution Facility Projects Department of Community Services
- 36 Fees Board of Health
- 37 Fees Board of PW/Director of PW/Town Manager
- 38 Fees – Electric (Commercial) Dept. of Community Services/Town Manager
- 39 Fees – Electric (Residential) Dept. of Community Services/Town Manager

- 40 Fees – Gas Dept. of Community Services/Town Manager
- 41 Fees – Plumbing Dept. of Community Services/Town Manager
- 42 Name Center Street Property CPC/Open Space Committee
- 43 Name King Street Recreation Fields CPC/Open Space Comm./Parks + Rec. Comm.
- 44 Name New High School Auditorium Petition
- 45 WITHDRAWN
- 46 Road Reconstruction - \$8.5 Million Board of PW/Director of PW/Town Manager
- 47 Road Maintenance - \$400 Thousand Director of PW/Board of Public Works/Town Manager
- 48 Vote to Accept Chapter 90 Road Grant Monies Selectmen/Board of Public Works/Town Manager

INDEX OF ARTICLES FOR ANNUAL TOWN MEETING - 2011

ISSUE SUBMITTED BY

INDEX OF ARTICLES FOR ANNUAL TOWN MEETING - 2011

- 49 Purchase Replacement Console & Radio's - ECC Police Department/Town Manager
- 50 Appropriate Funds for Computers Hanover School Committee
- 51 Clock System at Center/Sylvester Schools Hanover School Committee
- 52 Paving at Middle School Hanover School Committee
- 53 Sylvester School Handicap Accessible Hanover School Committee
- 54 Renovate Rooms and Common Areas at Middle School Hanover School Committee
- 55 Intercom System at Center/Sylvester Schools Hanover School Committee
- 56 Transfer Funds to Stabilization Fund – Schools Town Manager
- 57 Amend Zoning By-Law 5.600, Outdoor Storage Planning Board/Rt. 53 Study Committee
- 58 Wines & Malt Beverages License – Rocco's on Broadway Petition
- 59 Sign By-Law Sign By-Law Committee
- 60 Appropriate Funds - A New Day Petition
- 61 Vote to Accept Streets Board of Public Works
- 62 Town Clerk - Appointed vs. Elected Selectmen
- 63 Amend Zoning Bylaw 6.13.4 Planning Board Election

Advisory Committee Budget Message

Budget Process

The Town of Hanover operates under state statutes and various Town bylaws. The legislative body is an open Town Meeting, in which all voters registered in Hanover are permitted to participate. Town Meeting has the sole authority to appropriate funds for the operating budget and capital projects. It is the Advisory Committee's responsibility to make budget recommendations to Town Meeting.

Like prior budgets, the FY2012 budget has been developed based upon projected assumptions of available revenue. The budget is based upon a budget ceiling or levy limit of revenue derived from local property taxes in accordance with Proposition 2½. This levy limit may be increased if Town Meeting adopts a budget requiring an override and the override amount is approved by a majority of voters at the polls. Added to the tax revenues are projections for state aid; miscellaneous revenues, such as fees, permits, and interest earned; and available funds, such as free cash and transfers from Special Revenue Funds.

While the projection of available revenues creates a budget ceiling for the Town, an expenditure floor is created by calculating certain fixed or semi-fixed costs, such as debt payments, employee benefits, and various assessments. These costs subtracted from projected revenues leave remaining funds that are available for discretionary spending, such as education, public safety, infrastructure maintenance, and community services.

On August 19, 2010, the Town of Hanover appointed a Town Manager in accordance with the Hanover Town Manager Act Chapter 67 of the Acts of 2009. The Town Manager reorganized and consolidated the organization into five departments consisting of Police, Fire Rescue and EMS, Public Works, Community Services, and Municipal Finance. Please note that Article 13 - Omnibus budget reflects this reorganization and consolidation. The budget detail is in the appendix of this warrant, along with the capital budget and revenue and expenditure charts.

FY2012 Budget Recommendation

By state law, the Advisory Committee is required to recommend a balanced budget to Town Meeting. An increase in expenditures in one area must be matched by either a corresponding decrease in expenditures in another area or a corresponding increase in revenues. Our fiscal year 2012 budget proposal has been balanced without an operating override. This proposal does constrain funding for many operating and capital activities for which there is a continuing need. However, no department came forward and identified that an operating override was critical in fiscal year 2012. In our opinion, Town Meeting cannot anticipate nor can future budgets be planned on the assumption that an operating override can be avoided indefinitely. The demand for increased services, the cost of maintaining the Town's existing infrastructure, improved or expanded buildings and facilities, cost of employee benefits, and the effects of inflation are creating an incredible strain on the Town's available revenues. This strain will only be relieved by an increase in tax revenue or a reduction in the services to which we have become

accustomed.

Non-Financial Articles

As requested by the Town Moderator, main motions on non-financial articles are presented by the sponsor of the article, not the Advisory Committee. However, the Advisory Committee is still required to make a recommendation to Town Meeting. As of April 7, 2011, the date this report is being submitted to be printed, a number of main motions were not available for the Advisory Committee's consideration. Advice on these motions will be made at Town Meeting.

MUNICIPAL FINANCE TERMINOLOGY

The following terms are used frequently in the Annual Town Report and at Town Meeting. In order to provide everyone with a better understanding of their meaning, the following definitions are provided.

Appropriation

An appropriation is an authorization to make expenditures and to incur obligations for specific purposes. It is granted by Town Meeting and is usually limited in both the amount of and in the time period during which it may be expended. Any part of the omnibus budget (Article 13) not spent or encumbered by June 30 automatically reverts to surplus. A specific appropriation must be initiated within one year of approval or it reverts to surplus, also.

Budget

A budget is a plan of financial operation consisting of an estimate of proposed expenditures for a given period and the means of financing them. The budget is voted in the spring at Town Meeting for the fiscal year that begins July 1.

Capital Budget

A capital budget is a plan of proposed capital outlays for the next five years involving the acquisition of land or an expenditure of at least \$10,000 having a useful life of at least three years.

Capital Program

A plan of proposed capital outlays for the following five fiscal years that alerts Town Meeting of expected future capital outlays.

Cherry Sheet (State and County Charges and Receipts)

The "Cherry Sheet" (named for the color paper formerly used) is prepared by the State Department of Revenue. It charges the Town with its share of the expenses for running various state agencies and for county government. It credits the Town with its share of the Corporation Excise Tax, Individual Income Tax, Sales and Use Tax and the Massachusetts School Fund.

Fiscal Year

A 12 month period, commencing July 1 and ending June 30, to which the annual budget applies. Fiscal years are often denoted FYxx with the last two numbers representing the calendar year in which it ends, for example FY10 is the fiscal year ending June 30, 2010.

Undesignated Fund Balance

This account represents the amount by which cash, account receivables and other assets exceed liabilities and reserves in the General Fund. It is increased by unexpended balances in the omnibus budget appropriations, unexpended balances in separate appropriations, and actual receipts in excess of budgeted amounts.

Free Cash (Surplus, E & D)

Free cash is that portion of the Town's General Fund Undesignated Fund Balance that the Commissioner of the Massachusetts Department of Revenue certifies, as of July 1 of each year, as available for appropriation by Town Meeting. It is not cash, but rather, the Undesignated Fund Balance less delinquent real and personal property taxes, motor vehicle excise receivables, and departmental receivables.

Overlay

The overlay is the amount raised by the assessors in excess of appropriations for the purpose of

creating a fund to cover abatements granted and avoiding fractions.

Overlay Reserve

This is the accumulated amount of the Overlay for various years not used or required to be held in the specific Overlay Account for a given year and may be appropriated by vote of the Town or closed to surplus.

Reserve Fund

This fund is established by the voters at the Annual Town Meeting only for the use of the Advisory Committee to pay for "extraordinary and unforeseen" expenses that may occur and may not exceed five percent of preceding year's tax levy.

Stabilization Fund

An account from which amounts may be appropriated for any lawful purpose. Prior to FY92, use of the Stabilization Fund was restricted to purposes for which cities and towns could legally borrow. Revisions to Ch. 40, Sec. 5B removed this restriction and amounts from the Stabilization Fund can now be appropriated for any legal purpose. A two-thirds vote of town meeting is required to appropriate money from the Stabilization Fund.

Tax Levy

The total amount to be raised by taxation of real estate and personal property. It consists of the total amounts appropriated less estimated receipts and transfers from available funds.

Terms associated with Proposition 2 1/2:

Tax Levy Limit

The maximum amount of taxes that may be levied in any given year under the restrictions of Proposition 2 1/2. It is calculated as the prior year limit plus new growth plus 2 1/2 percent of the prior year levy limit.

Excess Levy Capacity

The difference between the Town's tax levy limit and its actual tax levy. It is the additional amount of taxes that could be levied without an override.

Override

An amount, voted by the Town, that is permanently added to the tax levy. A majority vote of the Board of Selectmen is required to put an override question on the ballot. Override ballot questions must be presented in dollar terms and must specify the purpose of the override. Overrides require a majority vote of approval by the town.

Debt or Capital Exclusions

The Town can assess taxes in excess of the tax levy limit by voting a debt exclusion or capital outlay exclusion. This amount does not become a permanent part of the levy base, but does allow the Town to assess taxes for a specific period of time in excess of the limit for payment of debt service or for payment of capital expenditures.

New Growth

The amount of property tax revenue that the town can add to its allowable tax levy as a result of new construction, alterations, subdivisions or change of use which increases the value of a parcel of land.

Transfers

The authorization to use an appropriation for a different purpose or to use moneys from a separate fund as a revenue source.

Water Enterprise

Effective July 1, 1992, a new enterprise fund was established to account for the operations of the Town's Water Department. This separate accounting demonstrates how much of the costs of providing this service are recovered through user charges and how much is being subsidized through taxes. Typically, as is the case with Hanover's Water Department, the costs of providing enterprise fund services are recovered fully by user charges. The accounting for enterprise funds

is similar to a commercial business.

The enterprise form of accounting does not alter the budgetary approval process, but does require communities to budget all of the revenues and direct/indirect costs associated with providing the service in the enterprise fund. To the extent that user charges recover fully the cost of providing the service, the retained earnings (surplus) stay with the enterprise fund and may be appropriated by Town Meeting to increase the services provided, maintained for future capital purchases, or used to reduce increases in future user charges.

An enterprise fund provides management information: to measure performance of providing service; and to analyze the impact of increasing user charges and increasing the budget.

ARTICLES FOR **ANNUAL** TOWN MEETING WARRANT,

Monday, May 2, 2011

ARTICLE 1. To see if the Town will accept the reports of the Officers and Committees as printed in the Annual Town Report, or take any other action relative thereto.

Advisory Committee

We move that the Town accept the 2010 Annual Report as printed.

ARTICLE 2. To hear reports of the Committees and State Officials and act thereon, or take any other action relative thereto.

Advisory Committee

We move that the Town accept these reports.

ARTICLE 3. To see if the Town will authorize its Treasurer to accept such trust funds as may be placed in his or her hands during the Fiscal Year ending June 30, 2012, or take any other action relative thereto.

Town Treasurer and Tax Collector

Board of Selectmen

We move that the Town vote to authorize the Treasurer to accept trust funds for the Fiscal Year ending June 30, 2012.

ARTICLE 4. To see if the Town will vote to authorize its Treasurer, with the approval of the Board of Selectmen, to dispose of such parcels of real estate as may have been, or may be taken by the Town under Tax Title foreclosure proceedings, or take any other action relative thereto.

Town Treasurer and Tax Collector

Board of Selectmen

We move that the Town vote to authorize the Treasurer, with the approval of the Board of Selectmen to dispose of tax title property.

ARTICLE 5. To see if the Town will vote to authorized the Board of Selectmen to sell certain town owned property as authorized by Massachusetts General Law as follows; land located on Assessor's Map 56, Lot 17 on Hanover Street formerly owned by Alan R. Keith, land located on Assessor's Map 43, Lot 60 off of Circuit and Hanover Streets formerly owned by Bradshaw Sand and Gravel, Inc, or take any other action relative thereto.

Board of Selectmen

The Advisory Committee supports the motion presented by the Board of Selectmen.

ARTICLE 6. To see if the Town will authorize its Treasurer and Collector to enter into compensating balance agreements for the Fiscal Year ending June 30, 2012, pursuant to Chapter 44, Section 53F of the Massachusetts General Laws, or take any other action relative thereto.

Town Treasurer and Tax Collector

We move that the Town vote to authorize the Treasurer/Collector to execute compensating balance agreements for the Fiscal Year ending June 30, 2012.

ARTICLE 7. To see if the Town will assume liability in the manner provided by Section 29 and 29A of Chapter 91 of the Massachusetts General Laws, as most recently amended, for all

damages that may be incurred by work to be performed by the Department of Environmental Protection, or take any other action relative thereto.

Board of Selectmen

We move that the Town vote to accept this article for the Fiscal Year ending June 30, 2012.

ARTICLE 8. To see if the Town will vote to fix the pay of its elective officers as required by law as follows, or take any other action relative thereto.

Town Clerk

Moderator: Annual Meeting

Special Meeting

Advisory Committee

Town Manager

We move that the Town set the pay of its elective officers for fiscal year 2012 required by law as follows:

Town Clerk, annual salary for the incumbent to be \$54,563 per year which includes any amounts due under Massachusetts General Laws Chapter 41, Section 19G, or an annual salary for a Town Clerk, other than the incumbent, to be \$4,000 per year which includes any amounts due under Massachusetts General Laws Chapter 41, Section 19G.

Moderator \$100 for Annual Town Meeting and \$100 for Special Town Meeting.

ARTICLE 9. To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money to the School Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee

Hanover School Committee

We move that the Town vote to appropriate the sum of \$124,000 to the School Sick Leave Buyback Fund. Said funds to be expended at the direction of the School Committee and specify further that said appropriation shall not be returned to the Treasury except by the vote of Town.

ARTICLE 10. To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money to the Town Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee

Town Manager

We move that the Town vote to appropriate the sum of \$175,000 to the Town Sick Leave Buyback Fund. Said funds to be expended at the direction of the Town Manager and specify further that said appropriation shall not be returned to the Treasury except by the vote of the Town.

ARTICLE 11. To see if the Town will authorize and direct, as authorized under Mass General Laws, Chapter 71, Section 68, or any other enabling Massachusetts Statute, the Town to have General Charge and Superintendence of schoolhouses and keep them in good order for the Town of Hanover, and to raise and appropriate, appropriate from available funds, or transfer funds as needed, said change to become effective July 1, 2012, or take any other action relative thereto.

Board of Selectmen

Town Manager

Recommendation to be made at Town Meeting.

ARTICLE 12. To see if the Town will vote to transfer from undesignated fund balance the sum of \$167,746 to the Public Educations and Government (PEG) receipts reserved for appropriation account, or take any other action in relation thereto.

Town Manager

We move that the Town vote to transfer from the undesignated fund balance the sum of

\$167,746 to the Public Educations and Government (PEG) receipts reserved for appropriation account.

ARTICLE 13. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow, such sums of money to budget and pay for town charges for the period July 1, 2011, through June 30, 2012, inclusive, or take any other action relative thereto.

Advisory Committee

Town Manager

We move that the Town vote to raise and appropriate, or appropriate from available funds, such sums of money to defray Town charges in the amounts specified and by the method designated as recommended by the Advisory Committee in the following page entitled Article 13 – Omnibus Budget, each item is to be expended by the Town Manager in accordance with Chapter 67 of the Acts of 2009 Manager Act for the purposes identified and those purposes only, and each item to be considered a separate appropriation for that purpose only.

Article 13 - FY2012 Omnibus Budget

FY2011 BUDGET WITH REORGANIZATION **FY2012 BUDGET RECOMMENDATION** Foot DIFFERENCE %
Note

General Government General Government

Salaries \$1,050,738 Salaries \$1,100,307 M **\$49,569 4.72%**

Expenses \$202,603 Expenses \$232,623 M **\$30,020 14.82%**

Police Department Police Department

Salaries \$2,968,434 Salaries \$2,971,612 **\$3,178 0.11%**

Expenses \$296,840 Expenses \$292,190 **(\$4,650) -1.57%**

Fire Rescue & EMS Fire Rescue & EMS

Salaries \$2,080,845 Salaries \$2,067,114 A **(\$13,731) -0.66%**

Expenses \$235,150 Expenses \$248,711 B **\$13,561 5.77%**

Community Services Community Services

Salaries \$765,284 Salaries \$733,041 K **(\$32,243) -4.21%**

Expenses \$162,076 Expenses \$168,399 L **\$6,323 3.90%**

Library Salaries \$315,071 Library Salaries \$315,071 **(\$0) 0.00%**

Library Expenses \$178,207 Library Expenses \$178,207 **\$0 0.00%**

Library Fines: \$15,239 Library Fines: \$15,049 **(\$190) -1.25%**

CPC Adm. Expense \$50,339 CPC Adm. \$45,564 N **(\$4,775) -9.49%**

Education Education

Salaries & Expenses \$23,140,296 Salaries & Expense \$23,240,296 **\$100,000 0.43%**

SS Regional School SS Regional School

Assessment \$794,793 Assessment \$808,971 **\$14,178 1.78%**

Community Access & Media Community Access & Media

Salaries \$70,000 Salaries \$59,448 D **(\$10,552) -15.07%**

Expenses \$32,000 Expenses \$35,900 E **\$3,900 12.19%**

DPW DPW

Salaries \$1,054,232 Salaries \$1,056,982 G **\$2,750 0.26%**

Expenses \$1,313,520 Expenses \$1,299,595 H,M **(\$13,925) -1.06%**

Centralized Facilities Maint Salaries \$217,470 Centralized Facilities Maint Salaries: \$230,470 **\$13,000 5.98%**

Centralized Facilities Maint Expenses \$111,360 Centralized Facilities Maint Expenses \$111,360 **\$0 0.00%**

Centralized Facilities Maint \$0 Centralized Facilities Maint \$85,000 **\$85,000 100%**

Snow & Ice Removal Salaries \$73,000 Snow & Ice Removal Salaries: \$73,000 **\$0 0.00%**

Snow & Ice Removal Expenses \$307,000 Snow & Ice Removal Expenses \$307,000 **\$0 0.00%**

Townwide Expenses \$6,393,314 Townwide Expenses \$6,746,608

F,I,

M,O **\$353,294 5.53%**

Debt Expenses \$3,838,918 Debt Expenses \$4,737,022 C,J,P \$898,104 23.39%

Total All: \$45,666,730 Total Recommended Budget Art #13 \$47,159,542 \$1,492,811 3.27%

CPC Admin Expenses under Article #17 (\$50,339)

Library Fines under Article #15 (\$15,239)

Approved Town Mtg. under Article #13 \$45,601,152

FY 2012 Footnotes

(A) the Advisory Committee recommends that \$375,000 from the Ambulance Receipts Reserved from Appropriation Account be appropriated to Fire Department Salarie

(B) the Advisory Committee recommends that \$88,050 from the Ambulance Receipts Reserved from Appropriation Account be appropriated to Fire Department expense

(C) the Advisory Committee recommends that \$65,275 from the Ambulance Receipts Reserved from Appropriation Account be appropriated to Debt Service

(D) the Advisory Committee recommends that \$59,448 from the PEG Access Receipts Reserved from Appropriation Account be appropriated to PEG Access Salaries

(E) the Advisory Committee recommends that \$35,900 from the PEG Access Receipts Reserved from Appropriation Account be appropriated to PEG Access Expenses
 (F) the Advisory Committee recommends that \$8,781 from the PEG Access Receipts Reserved from Appropriation Account be appropriated to the operating budget for indirect costs
 (G) the Advisory Committee recommends that \$65,000 from the Cemetery Graves and Foundations Account be appropriated to Cemetery Payroll
 (H) the Advisory Committee recommends that \$10,000 from the Cemetery Perpetual Care Interest Fund be appropriated to Cemetery Expenses
 (I) the Advisory Committee recommends that \$1,327,366 from the Undesignated Fund Balance be appropriated to Group Health Insurance Expenses
 (J) the Advisory Committee recommends that \$10,872 from the Septic Betterment Account be appropriated to WPAT Bond
 (K) the Advisory Committee recommends that \$9,000 from the Wetlands Protection Fund be appropriated to Community Services Payroll
 (L) the Advisory Committee recommends that \$1,000 from the Wetlands Protection Fund be appropriated to Community Services Expenses
 (M) the Advisory Committee recommends that \$358,416 from the Water Enterprise Fund be appropriated to the operating Budget for Indirect costs
 (N) the Advisory Committee recommends that \$45,564 from the Community Preservation Fund Fund be appropriated to CPC Administrative Expenses
 (O) the Advisory Committee recommends that \$2,803 from the Community Preservation Fund Fund be appropriated to the operating budget for indirect costs
 (P) the Advisory Committee recommends that \$354,681 from the Community Preservation Fund Fund be appropriated to CPC Debt Service

ARTICLE 14. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow, such sums of money to budget and pay for the operation and expenses of the Water Department for the period July 1, 2011, through June 30, 2012, inclusive, or take any other action relative thereto.

Advisory Committee

Town Manager

We move that the Town vote to appropriate from available funds, such sums of money to defray Water Department charges in the amounts specified and by the method designated as recommended in the following pages entitled Article 14 – Water Enterprise Budget, each item is to be expended by the Town Manager in accordance with Chapter 67 of the Acts of 2009 Manager Act for the purposes identified and those purposes only, and each item to be considered a separate appropriation for that purpose only.

FY12 DOLLAR

ARTICLE 14 FY11 FY12 ADVISORY CHANGE

WATER ENTERPRISE BUDGET APPROPRIATION REQUEST RECOMMENDS FROM FY11

WATER DEPARTMENT- PAYROLL \$1,221,700 \$1,193,300 \$1,193,300 -\$28,400

WATER DEPARTMENT - EXPENSES \$1,150,100 \$1,055,300 \$1,055,300 -\$94,800

SUBTOTAL - WATER DEPARTMENT \$2,371,800 \$2,248,600 \$2,248,600 (\$123,200)

DEBT SERVICE \$825,563 \$800,038 \$800,038 -\$25,525

SUBTOTAL - WATER DEBT SERVICE \$825,563 \$800,038 \$800,038 (\$25,525)

TOTAL - WATER ENTERPRISE OPERATING BUDGET \$3,197,363 \$3,048,638 \$3,048,638 (\$148,725)

SOURCES OF FUNDS

WATER ENTERPRISE REVENUE \$3,197,363 \$3,048,638 \$3,048,638 -\$148,725

GRAND TOTAL - SOURCES OF FUNDS \$3,197,363 \$3,048,638 \$3,048,638 -\$148,725

SURPLUS / (DEFICIT) \$0 \$0 \$0

ARTICLE 15. To see if the Town will vote, as recommended by the Community Preservation Committee, to appropriate the Town's Community Preservation Revenues for fiscal Year 2012 as follows:

- I. 10% of the said revenues to be set aside for future appropriation for open space (other than open space for recreational use);
 - II. 10% of the said revenues to be set aside for future appropriation for historic resources;
 - III. 10% of the said revenues to be set aside for future appropriation for community housing;
- or take any other action relative thereto.

Community Preservation Committee

We move that that the Town vote as recommended by the Community Preservation Committee to appropriate the Town's Community Preservation Revenues for Fiscal Year 2012 as follows:

- I. **10% of the said revenues to be set aside for future appropriation for open space (other than open space for recreational use);**
- II. **10% of the said revenues to be set aside for future appropriation for historic resources;**
- III. **10% of the said revenues to be set aside for future appropriation for community**

housing.

Said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.

ARTICLE 16. To see if the Town will authorize the Board of Selectmen to petition the Great and General Court of the Commonwealth to enact special legislation that would exempt the position of Deputy Fire Chief from the provisions of the Civil Service Law and Rules, or take any other action relative thereto.

Town Manager

Board of Selectmen

Recommendation to be made at Town Meeting.

ARTICLE 17. To see if the Town will vote to appropriate from undesignated fund balance, the sum of \$505,437 for the purpose of testing and cleanup of MTBE (Methyl Tertiary Butyl Ether) and other contaminants that have found and or may find their way into the Town's water supply, said funds representing the net proceeds of a class action products liability lawsuit brought against the manufacturers and distributors of gasoline containing MTBE which are to be expended at the direction of the Town Manager, or to take any other action relative thereto.

Board of Public Works

Town Manager

We move that the Town vote to appropriate from the undesignated fund balance, the sum of \$505,437 for the purpose of testing and cleanup of MTBE (Methyl Tertiary Butyl Ether) and other contaminants that have found and or may find their way into the Town's water supply, to an account entitled "MTBE (Methyl Tertiary Butyl Ether) and other contaminants clean-up fund" said funds representing the net proceeds of a class action products liability lawsuit brought against the manufacturers and distributors of gasoline containing MTBE and to further authorize the deposit of any additional settlement proceeds into this fund that are received from this class action suit without further action by the town meeting, said funds to expended for this purpose at the direction of the Town Manager provided that Town Meeting action be needed to expends these funds for any other purpose.

ARTICLE 18. To see if the Town will to raise and appropriate the sum of \$1,000.00 to the Stetson House Fund for the purpose of maintenance and repairs to buildings and property at 514 Hanover Street with the expenditures of said funds to be under the direction of the Overseers of the Stetson House and the Board of Selectmen and specify that said appropriation shall not be returned to the Treasury except by vote of the Town, or take any other action relative thereto.

Overseers of the Stetson House

We move that the Town not accept this article and take no further action.

ARTICLE 19. To see if the Town will vote to appropriate for the use of the Trustees of the John Curtis Free Library the sum of \$15,049.22, now in the Unreserved Balance Account, representing fines received by the Library during fiscal year 2010, or take any other action relative thereto.

Trustees of the John Curtis Free Library

We move that the Town not accept this article and take no further action.

ARTICLE 20: To see if the Town will vote to accept, relative to the Town owned 645 Center Street property, the proposal to do renovation and construction on the property which has been submitted and accepted by the Community Preservation Committee as a result of a Request for Proposal consistent with Article 58 of Town Meeting 2007 (Purchase of 645 Center Street with Community Preservation funds), Article 29 of Town Meeting 2008 (Authority for CPC and Board of Selectmen to subdivide, lease or otherwise transfer property for community housing,

historic preservation and open space), Article 71 of Town Meeting 2009 (Appropriating \$300,000 for restoration of the historic structure) and Article 59 of Town Meeting 2010 (Authorizing CPC and Selectmen to subdivide, lease, sell or otherwise transfer property) and to direct the Board of Selectmen to proceed accordingly, or take any action relative thereto.

Community Preservation Committee

We move that the Town not accept this article and take no further action.

ARTICLE 21: To see if the Town will vote to rescind the 2009 Annual Town Meeting vote under Article 71 authorizing the Community Preservation Committee to restore and renovate the house at the 645 Center Street property and to rescind the portion of the 2008 Annual Town Meeting vote under Article 29 authorizing the historic preservation of any existing structures deemed feasible for the 645 Center Street property, or take any action relative thereto.

Board of Selectmen

We move that the Town accept this article as written.

ARTICLE 22. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate a sum of \$100,000, from the Town's Community Preservation Fund (CPF) from the Community Housing Reserve Fund Balance to be transferred to the Hanover Affordable Housing Trust to provide for the creation and preservation of affordable housing in Hanover, said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager, or take any other action relative thereto.

Community Preservation Committee

Affordable Housing Trust

Housing Authority

We move that the Town vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate a total sum of \$100,000, from the Town's Community Preservation Affordable Housing Reserve Fund Balance to be transferred to the Hanover Affordable Housing Trust to provide for the creation and preservation of affordable housing in Hanover, said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.

ARTICLE 23. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$80,000, or another sum, from the Town's Community Preservation Fund (CPF) Historic Preservation Reserve Balance, for "Preservation and Restoration of The Town's Historic Cemeteries", said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager, or take any other action relative thereto.

Community Preservation Committee

Historical Commission

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$80,000 from the Town's Community Preservation Fund (CPF) Historic Preservation Reserve Fund Balance, for preservation and restoration of the Town's Historic Cemeteries, said funds to be expended within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.

ARTICLE 24. To see if the Town will vote, pursuant to Massachusetts General Laws (M.G.L.)

Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate the sum of \$800,000, or another sum, from the Town's Community Preservation undesignated fund balance for the purpose of paying the principal on the Bond Anticipation Note for the King Street Fields, or take any other action in relation thereto.

Community Preservation Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$800,000 from the Town's Community Preservation Fund (CPF) Undesignated fund balance, for the purpose of paying the principal on the Bond Anticipation Note for the King Street Fields, said funds to be expended within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.

ARTICLE 25. To see if the Town will accept the amendments shown below to the current General Bylaws in order to reflect the duties and responsibilities of the Town Manager as shown in "an Act establishing a Town Manager form of Government for the Town of Hanover" or take any other actions relative thereto:

In this section of the current
General Bylaws...

delete the word/word(s)
shown on this chart in ***bold italics*** and...

add the word/word(s) shown
on this chart in **bold**:

4-2 A. TOWN
ACCOUNTANT

Section 1.

There shall be a Town
Accountant appointed by the
Selectmen and responsible to
the ***Selectmen*** for the
operation of the town
accounting system involving
the classification and
recording of town income and
expenditures for all
departments, trust funds and
town debt activities.

There shall be a Town
Accountant appointed by the
**Town Manager, or as
otherwise provided for in
accordance with "an Act
establishing a Town
Manager form of
Government for the Town of
Hanover"** and responsible to
the **Town Manager** for the
operation of the town
accounting system involving

the classification and recording of town income and expenditures for all departments, trust funds and town debt activities.

4-2 C. CONSOLIDATE
DEPARTMENT OF
MUNICIPAL FINANCE

Section 4.

There shall be a Director of Municipal Finance who shall be appointed by the *Selectmen*, and report to the *Town Administrator*, when acting as the Board's designee.

There shall be a Director of Municipal Finance who shall be appointed by the **Town Manager, or as otherwise provided for in accordance with "an Act establishing a Town Manager form of Government for the Town of Hanover" with the approval of the Selectmen** and report to the **Town Manager**.

4-2 C. CONSOLIDATE
DEPARTMENT OF
MUNICIPAL FINANCE

Section 5.

The Director of Municipal Finance shall appoint the Accountant, the Treasurer/Collector, Assistant Assessor/Appraiser, and the Data Processing Personnel (Computer), subject to approval by the *Selectmen*, except the appointment of the Assistant Assessor/Appraiser is subject to the approval of the Board of Assessors.

The Director of Municipal Finance shall appoint the Accountant, the Treasurer/Collector, Assistant Assessor/Appraiser, and the Data Processing Personnel

(Computer), subject to approval by the **Town Manager, or as otherwise provided in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”**.

4-2 C. CONSOLIDATE
DEPARTMENT OF
MUNICIPAL FINANCE
Section 8.

The Director of Municipal Finance may be removed for due cause as determined, and so voted upon, *by the Board of Selectmen*.

The Director of Municipal Finance may be removed for due cause by the **Town Manager, or as provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”**.

4-3 SELECTMEN
Section 7.

The Zoning Enforcement Officer

a.

The Zoning and Code Officer shall be appointed annually by the *Board of Selectmen* and shall serve under *their* authority and supervision.

The Zoning and Code Officer shall be appointed annually by the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** and shall serve under **his/her** authority and supervision.

4-12 CONSERVATION It shall be the duty of the It shall be the duty of the
COMMISSION

Section 2.

(3)

Conservation Commission to:
Administer the conservation fund, including the power to receive and apply private contributions to the same, and to administer land purchased by or given to the Town for the purpose of conservation, as well as any land placed under its jurisdiction by Town Meeting or by the Board of Selectmen.

Conservation Commission to:
Administer the conservation fund, including the power to receive and apply private contributions to the same, and to administer land (**or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”**) purchased by or given to the Town for the purpose of conservation, as well as any land placed under its jurisdiction by Town Meeting or by the Board of Selectmen.

4-14 POLICE CHIEF

Section 1. Appointment

There shall be a Police Chief appointed by the ***Board of Selectmen*** for an indefinite term subject to a six month probationary period.

There shall be a Police Chief appointed by **the Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** for an indefinite term subject to a six month probationary period.

4-14 POLICE CHIEF

Section 2. Qualifications

The ***Board of Selectmen*** may establish other desirable criteria for this position to assure the selection of a qualified person to administer the department.

The **Town Manager , or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** may establish other desirable criteria for this position to assure the selection of a qualified person to administer the department.

4-14 POLICE CHIEF

Section 4. Duties

The Chief shall make such reports of departmental activities as may be required by the ***Board of Selectmen***.

The Chief shall make such reports of departmental activities as may be required by the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”**.

4-14 POLICE CHIEF

Section 4. Duties

6.

The Chief shall perform or cause to be performed all police-related duties and tasks considered necessary by the ***Board of Selectmen***, not in contravention of the Massachusetts General Laws.

The Chief shall perform or cause to be performed all police-related duties and tasks considered necessary by the

Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover” not in

contravention of the
Massachusetts General Laws
4-14 POLICE CHIEF

Section 5. Suspension or
Discharge

1.

During the probationary period, the ***Board of Selectmen*** may suspend or discharge the Police Chief without a hearing prior to such action. Within twenty-four hours, the ***Board*** shall notify the Chief in writing of the reasons for suspension or discharge.

During the probationary period, the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** with the approval of the **Selectmen** may

suspend or discharge the Police Chief without a hearing prior to such action. Within twenty-four hours, the **Town Manager** shall notify the Chief in writing of the reasons for suspension or discharge.

4-14 POLICE CHIEF

Section 5. Suspension or
Discharge

2.

After the probationary period, the Police Chief may be suspended for more than five working days only after prior notice is given by the ***Board of Selectmen***.

After the probationary period, the Police Chief may be suspended for more than five working days only after prior notice is given by the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover” with the approval of the Selectmen.**

4-14 POLICE CHIEF

Section 5. Suspension or

After completion of the probationary period, the Police
After completion of the probationary period, the Police
Discharge

3.

Chief can be discharged only for just cause. The ***Board of Selectmen*** shall forward written notice of discharge, together with the reasons therefrom to the Police Chief within twenty-four hours of the decision. Within seventytwo hours, the Police Chief may file a written request for a hearing. The hearing shall be open to the public if so requested by the Chief. The Chief shall be entitled to legal counsel at the hearing, and the hearing shall be informal, subject only to the rules of procedure established for regular meetings of the Board of Selectmen. Said hearing shall be held within five days of receipt of a written request. Within seven days of the hearing, the ***Board of Selectmen*** shall confirm or reconsider their decision in a public meeting of the Board. This action will be effective immediately unless otherwise

specified by the Board.
Chief can be discharged only
for just cause. The **Town
Manager , or as otherwise
provided for in accordance
with “an Act establishing a
Town Manager form of
Government for the Town of
Hanover” with the approval
of the Selectmen** shall
forward written notice of
discharge, together with the
reasons therefrom to the
Police Chief within twentyfour
hours of the decision.

Within seventy-two hours, the
Police Chief may file a written
request for a hearing. The
hearing shall be open to the
public if so requested by the
Chief. The Chief shall be
entitled to legal counsel at the
hearing, and the hearing shall
be informal, subject only to
the rules of procedure
established for regular
meetings of the Board of
Selectmen. Said hearing shall
be held within five days of
receipt of a written request.

Within seven days of the
hearing, the **Town Manager**
shall confirm or reconsider
his/her decision in a public
meeting. This action will be
effective immediately unless
otherwise specified by the
Board **of Selectmen.**

4-14 POLICE CHIEF

Section 6. Employment
Contract

The ***Board of Selectmen*** shall
prepare a contract setting forth
the Chief's annual
compensation, fringe benefits,
and other terms and conditions
of employment.

The **Town Manager, or as
otherwise provided for in**

accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover” shall prepare a contract setting forth the Chief’s annual compensation, fringe benefits, and other terms and conditions of employment.

4-15 FIRE CHIEF AND DEPUTY FIRE CHIEF

Section 1. Appointment

There shall be a Fire Chief and Deputy Fire Chief appointed by the *Board of Selectmen* for an indefinite term...

There shall be a Fire Chief and Deputy Fire Chief appointed by the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** for an indefinite term.

4-15 FIRE CHIEF AND DEPUTY FIRE CHIEF

Section 2. Qualifications

The *Board of Selectmen* may establish other criteria for these positions to ensure the selection of qualified persons to administer the Department.

The **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** may establish other criteria for these positions to ensure the selection of qualified persons to administer the Department

4-15 FIRE CHIEF AND DEPUTY FIRE CHIEF

Section 4. Duties

e.

The Chief shall make such reports of departmental activities as may be required by the ***Board of Selectmen***.

The Chief shall make such reports of departmental activities as may be required by the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”**.

4-15 FIRE CHIEF AND
DEPUTY FIRE CHIEF

Section 4. Duties

f.

The Chief shall perform or cause to be performed all fire related duties and tasks considered necessary by the ***Board of Selectmen***, not in contravention of the Massachusetts General Laws.

The Chief shall perform or cause to be performed all fire related duties and tasks considered necessary by the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** not in

contravention of the Massachusetts General Laws.

4-15 FIRE CHIEF AND
DEPUTY FIRE CHIEF

Section 5. Suspension or
Discharge

a.

During the probationary period, the ***Board of Selectmen*** may suspend or discharge the Fire Chief without a hearing prior to such

action. Within twenty-four hours, the **Board** shall notify the Chief in writing, of the reasons for the suspension or discharge. In the event of discharge or a suspension of greater than five working days, the Chief may request a hearing in accordance with Paragraph c.

During the probationary period, the **Town Manager , or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover” with the approval of the Selectmen** may suspend or discharge the Fire Chief without a hearing prior to such action. Within twentyfour hours, the **Town Manager** shall notify the Chief in writing, of the reasons for the suspension or discharge. In the event of discharge or a suspension of greater than five working days, the Chief may request a hearing in accordance with Paragraph c.

4-15 FIRE CHIEF AND
DEPUTY FIRE CHIEF
Section 5. Suspension or
Discharge

b.

After the probationary period, the Fire Chief may be suspended for more than five working days, only after prior notice is given by the **Board...** After completion of the probationary period, the Fire Chief can be discharged only for just cause. The **Board of Selectmen** shall forward written notice of discharge. After the probationary period,

the Fire Chief may be suspended for more than five working days, only after prior notice is given by the **Town Manager...** After completion of the probationary period, the Fire Chief can be discharged only for just cause. The **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover” with the approval of the Selectmen** shall forward written notice of discharge.

4-15 FIRE CHIEF AND
DEPUTY FIRE CHIEF
Section 5. Suspension or
Discharge

c.

After completion of the probationary period, the Fire Chief can be discharged only for just cause. *The Board of Selectmen* shall forward
After completion of the probationary period, the Fire Chief can be discharged only for just cause. The **Town Manager, or as otherwise** written notice of discharge, together with the reasons therefore to the Fire Chief within twenty-four hours of the decision... and the hearing shall be informal, subject only to the rules of procedure established for regular meetings of the Board of Selectmen.

provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover” with the approval of the Selectmen shall forward written notice of

discharge, together with the reasons therefore to the Fire Chief within twenty-four hours of the decision... and the hearing shall be informal, subject only to the rules of procedure established for regular meetings of the Board of Selectmen.

4-15 FIRE CHIEF AND DEPUTY FIRE CHIEF

Section 6. Employment Contract

The ***Board of Selectmen*** shall prepare contracts for the Chief and Deputy Chief setting forth their annual compensation, fringe benefits and other terms and conditions of employment.

The **Town Manager , or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** shall prepare contracts for the Chief and Deputy Chief setting forth their annual compensation, fringe benefits and other terms and conditions of employment.

4-20 BYLAW REVIEW COMMITTEE

These needs may be addressed by request of the Board of Selectmen, or any other committee, or at the request of citizens of the Town in writing.

These needs may be addressed by request of the Board of Selectmen, **the Town Manager**, or any other committee, or at the request of citizens of the Town in writing.

4-21 DEPARTMENT OF

MUNICIPAL
INSPECTIONS

Section 4

There shall be a Director of
Municipal Inspections who
shall be the *Town*

Administrator.

There shall be a Director of
Municipal Inspections who
shall be the **Town Manager,
or as otherwise provided for
in accordance with “an Act
establishing a Town
Manager form of
Government for the Town of
Hanover”**.

4-21 DEPARTMENT OF
MUNICIPAL
INSPECTIONS

Section 5

The Director of Municipal
Inspections shall appoint the
commissioner of buildings,
*(subject to approval by the
Board of Selectmen)*, town
planner *(subject to approval
by the Planning Board)* health
agent *(subject to approval by
the Board of Health)*,
conservation agent *(subject to
approval by the Board of
Selectmen)*, and others as this
Bylaw may from time-to-time
be amended.

The Director of Municipal
Inspections shall appoint,
subject to approval of the
**Town Manager, or as
otherwise provided for in
accordance with “an Act
establishing a Town
Manager form of
Government for the Town of
Hanover”** the commissioner
of buildings, town planner,
health agent, conservation
agent, and others as this
Bylaw may from time-to-time
be amended.

4-21 DEPARTMENT OF
MUNICIPAL
INSPECTIONS

Section 7

The Director of Municipal Inspections may be removed at the discretion of the ***Board of Selectmen*** during the first year of his or her term.

Thereafter the Director of Municipal Inspections may be removed during the term of appointment by the ***Board of Selectmen*** after being afforded the opportunity to respond to written notice of the reasons for removal.

The Director of Municipal Inspections may be removed at the discretion of the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** during the first year of his or her term. Thereafter the Director of Municipal Inspections may be removed during the term of appointment by the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** after being afforded the opportunity to respond to written notice of the reasons for removal.

4-21 DEPARTMENT OF
MUNICIPAL
INSPECTIONS

Section 9

The Director of Municipal Inspections shall be responsible for the functions of the Department of Municipal Inspections, subject

to the direction of the ***Board of Selectmen***.

The Director of Municipal Inspections shall be responsible for the functions of the Department of Municipal Inspections, subject to the direction of the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”**.

6-1 THE USE OF STREETS AND HIGHWAYS

Section 12.

The ***Selectmen*** may, and at the request of the Highway Superintendent or other officer in charge of streets and public ways, shall, upon notice, prohibit or otherwise restrict: the overnight parking of vehicles, or the leaving of objects or materials overnight, ***or both***, upon the streets and public ways of the Town, which may obstruct, interfere with, endanger or render hazardous, the removal of snow or ice therefrom: and in connection with the above, ***the Selectmen***, and any Police Officer, Constable or other person acting at ***their direction***, shall be authorized to remove or cause to be removed at the risk of the owner thereof, to some convenient place, any vehicle or other object from said streets and public ways and to levy and assess the owner or other person responsible therefor, the reasonable cost of removal and the storage thereof for the account of the Town.

The **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** may, and at the request of the Highway Superintendent or other officer in charge of streets and public ways, shall, upon notice, prohibit or otherwise restrict: the overnight parking of vehicles, or the leaving of objects or materials **or both** overnight upon the streets and public ways of the Town, which may obstruct, interfere with, endanger or render hazardous, the removal of snow or ice therefrom: and in connection with the above, the **Town Manager**, and any Police Officer, Constable or other person acting at **the direction of the Town Manager**, shall be authorized to remove or cause to be removed at the risk of the owner thereof, to some convenient place, any vehicle or other object from said streets and public ways and to levy and assess the owner or other person responsible therefor, the reasonable cost of removal and the storage thereof for the account of the Town.

6-10 ANIMAL CONTROL BYLAW

A. Animal Control Officer
The ***Board of Selectmen*** shall annually appoint an Animal Control Officer ...

The **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town**

Manager form of Government for the Town of Hanover” shall annually appoint an Animal Control Officer.

6-10 ANIMAL CONTROL
BYLAW

B Dog Control By-law
Section 1. Duties of the
Animal Control Officer
(Acting as Dog Officer)

The ***Board of Selectmen*** shall annually appoint an Animal Control Officer, acting as Dog Officer...

The **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** shall annually appoint an Animal Control Officer, acting as Dog Officer.

6-10 ANIMAL CONTROL
BYLAW

B Dog Control By-law
Section 5.

Any person aggrieved by an order of the Animal Control Officer may make a complaint in writing about the dog, within 10 days of said order, to the ***Board of Selectmen*** who shall act thereon, in accordance with the procedures set forth in Massachusetts General Laws Chapter 140, Section 157. Any person aggrieved by an order of the ***Board of Selectmen*** issued pursuant to Massachusetts General Laws, shall have a right to appeal to the District Court as provided for in Massachusetts General Laws, Chapter 140, Section 157.

Any person aggrieved by an

order of the Animal Control Officer may make a complaint in writing about the dog, within 10 days of said order, to the **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** who shall act thereon, in accordance with the procedures set forth in Massachusetts General Laws Chapter 140, Section 157. Any person aggrieved by an order of the **Town Manager** issued pursuant to Massachusetts General Laws, shall have a right to **first appeal to the Selectmen and then to the District Court** as provided for in Massachusetts General Laws, Chapter 140, Section 157.

6-10 ANIMAL CONTROL BYLAW

C. Animal Control Bylaw
Section 1 Duties of the
Animal Control Officer

The ***Board of Selectmen*** shall annually appoint an Animal Control Officer.

The **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** shall annually appoint an Animal Control Officer.

6-13 SWIMMING POOL FENCING

Section 5.

The ***Selectmen*** shall annually appoint an inspector who shall investigate any nonconformity with this article

and shall promptly submit his findings and recommendations to the *Selectmen*.

The **Town Manager, or as otherwise provided for in accordance with “an Act establishing a Town Manager form of Government for the Town of Hanover”** shall annually appoint an inspector who shall investigate any nonconformity with this article and shall promptly submit his findings and recommendations to the **Town Manager**.

Bylaw Review Committee
Board of Selectmen

Bylaw Review Committee to make main motion.

Anticipated main motion – We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the Bylaw Review Committee.

ARTICLE 26. To see if the Town will accept the amendments shown below to the current General Bylaws in order to reflect "an Act establishing a Town Manager form of Government for the Town of Hanover" or take any other actions relative thereto:

Delete this section of the General Bylaws, which addresses the appointment of an assistant by the Town Accountant, in its entirety:

4-2 A. TOWN ACCOUNTANT
Section 2.

The Town Accountant may, with the approval of the *Selectmen*, appoint an assistant who shall perform the duties of the office during vacations, prolonged illness or other mutually agreed upon period of time.

Delete this section of the General Bylaws in its entirety:

4-2 B. TOWN ADMINISTRATOR
Sections 1-5

Add this section to the General Bylaws:

4-2 B. TOWN MANAGER
Section 1.

There shall be a Town Manager as provided in "an Act establishing a Town Manager form of Government for the Town of Hanover".

Delete this section of the General Bylaws in its entirety:

4-3 SELECTMEN
Section 1.

There shall be a Board of Selectmen consisting of *three* members to be elected by the voters for a term of three years, such that one member's term shall expire each year.

Add this section to the General Bylaws:

4-3 SELECTMEN
Section 1.

There shall be a Board of Selectmen consisting of the **five** members to be elected by the voters for terms of three years each, so arranged that the term of office of as nearly an equal

number of members as is possible shall expire each year.

Bylaw Review Committee

Board of Selectmen

Bylaw Review Committee to make main motion.

Anticipated main motion – We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the Bylaw Review Committee.

ARTICLE 27. Will the Town authorize the Board of Selectmen to petition the Great and General Court of the Commonwealth to enact legislation to allow the Town to establish a Revolving Fund for the Parks and Recreation Department under General Laws Chapter 44, Section 53E½ without regard to the expenditure limitation currently set forth in said Section 53E½, or take any other action relative thereto.

Town Manager

Board of Selectmen

We move that the Town accept this article as written.

ARTICLE 28. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$75,000.00, or another sum, for the demolition or repair of the Curtis School, or take any other action relative thereto.

Town Manager

Board of Selectmen

We move that the Town vote to appropriate from the undesignated fund balance the sum of \$75,000 for the demolition of the Curtis School, said funds to be expended for the purposes stated herein under the direction of the Town Manager.

ARTICLE 29. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$148,938.00 or another sum, to the Public Safety Vehicle Account authorized under Article #32 of the 1983 Annual Town Meeting. The amount will be for the purchase, lease, or lease purchase of four police vehicles and to authorize related trade-ins or to be sold by sealed bid, said funds to be expended at the direction of the Town Manager, or take any other action relative thereto.

Police Department

Town Manager

We move that the Town vote to appropriate the sum of \$91,338 from the Undesignated Fund Balance to the Public Safety Vehicle Accounts authorized under Article #32 of the 1983 Annual Town Meeting, said amount to be for the purchase of two police cruisers and one green energy efficient command vehicle, and to authorize as part of the purchases, the trade-in or sale by sealed bid of two Crown Victorias and one Ford Expedition, said funds to be expended for the purposes stated herein under the direction of the Town Manager.

ARTICLE 30. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance or borrow in accordance with Massachusetts General Laws or any other enabling act, the sum of \$230,000 or another sum, to purchase and equip an ambulance and to authorize any related trade-in or sale by sealed bid. Said funds to be expended at the direction of the Town Manager, or take any other action relative thereto.

Fire Department

Town Manager

We move that the Town vote to appropriate the sum of \$185,000 from the Ambulance Fund to purchase and equip an ambulance and to authorize any related trade-in or sale by sealed bid, said funds to be expended for the purposes stated herein under the direction of the Town Manager.

ARTICLE 31. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance or borrow in accordance with Massachusetts General Laws or any other enabling act, the sum of \$120,000 or another sum, to purchase up to four cardiac monitor/defibrillators and to authorize any related trade-in or sale by sealed bid. Said funds to be expended at the direction of the Town Manager, or take any other action relative thereto.

Fire Department

Town Manager

We move that the Town vote to appropriate the sum of \$108,000 from the Ambulance Fund to purchase four cardiac monitor/defibrillators and to authorize any related trade-in or sale by sealed bid, said funds to be expended at the direction of the Town Manager.

ARTICLE 32. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$65,000, or another sum, for the purchase of one or more special needs van(s), purchasing and equipping to be at the direction of the School Committee which is authorized as part of the purchase, to trade in

or sell a vehicle or take any other action relative thereto.

Hanover School Committee

Town Manager

We move that the Town vote to appropriate the sum of \$32,500 from the undesignated fund balance for the purchase of one special needs van, purchasing and equipping to be at the direction of the School Committee which is authorized as part of the purchase, to trade in, or sell by sealed bid, a van, said funds to be expended at the direction of the School Committee.

ARTICLE 33. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$35,000, or another sum, for the installation of smoke doors at the Middle School that will be tied into the fire alarm system to include purchasing, repair, replacement, disposal, installation, and related costs, funds to be expended at the direction of the School Committee or take any other action relative thereto.

Hanover School Committee

Town Manager

We move that the Town not accept this article and take no further action.

ARTICLE 34. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or to see if the Town will vote to take any action relative thereto:

6.12 Interchange District (Overlay District)

Amend the Hanover Zoning Bylaw, Section 6, "Use Regulations" by deleting "6.12 Interchange District" in its entirety and replacing it with the following new section:

6.12.0 – INTERCHANGE DISTRICT

Purpose: The purpose and intent of allowing for an "Interchange District" Overlay Zoning is to encourage and promote the development of projects that are characterized by economically viable commercial uses which are regional in nature and benefit from or require adjacent highway access.

6.12.10 Uses Allowed: The following uses are allowed in the Interchange District.

A. Uses allowed in underlying Districts pursuant to the requirements of such Districts, except as otherwise provided herein.

6.12.20 Uses Permitted by Special Permit: The following uses are permitted upon application to and granting of a Special Permit in the Interchange District.

A. Uses allowed by Special Permit in underlying Districts pursuant to the requirements of such Districts.

6.12.30 Uses Permitted by Special Permit and with Site Plan Approval: The following uses are permitted upon application to and granting of a Special Permit with Site Plan Approval in the Interchange District.

A. Uses allowed by Special Permit and with Site Plan Approval in underlying Districts pursuant to the requirements of such Districts.

6.12.40 Additional Uses Permitted by Special Permit and with Site Plan Approval: The following

additional uses are permitted in the Interchange District without regard to the underlying District upon application to and granting of a Special Permit with Site Plan Approval by the Planning Board, acting as the Special Permit Granting Authority, as specified in Section 10 of this Bylaw. The applicant shall clearly demonstrate to the Board that said use is safe and appropriate for the specific site and that it will not create a nuisance by virtue of noise, traffic generated or unsightliness.

A. **Hotel.**

B. **Convention Center and Conference Center** developed in conjunction with a hotel facility. A convention center shall be defined as a facility designed to accommodate 500 or fewer persons and used for conventions, conferences, seminars, and entertainment functions, along with accessory functions including food and beverage preparation and service for on-premises consumption. A conference center shall be defined as a facility used for service organizations, business and professional conferences, and seminars which may include sleeping, eating, and recreation accommodations principally intended for use by conference attendees. The accommodations can include sleeping, eating, and recreation. Any convention center or conference center shall be part of the physical complex of a hotel and shall be subject to the management and operation by said hotel.

C. **Office Park.** An office park shall be defined as a development that contains a number of separate buildings which may be occupied for business office, medical and professional office and research and development uses, including supporting ancillary uses, and open space. Ancillary uses allowed within approved office park buildings may include food service, sandwich and coffee shops, convenience retail, banking facilities including ATMs, newsstands, and like uses principally for the convenience of office park employees. An office park shall be designed, planned, constructed and managed on an integrated and coordinated basis with special attention to circulation, parking, utility needs, aesthetics, and compatibility among the buildings and uses within the office park.

D. **Restaurants.**

E. **Retail Stores or Service Establishments** the principal activity of which shall be offering goods or services at retail within a building which is within the Interchange District.

F. **Parking Garage** (subject to architectural design review pursuant to subsection 6.12.80.B) serving uses located within the Interchange District, whether or not on the same lot as such uses.

G. **Surface Parking Lots, Access Roads, Driveways, and Utilities** serving uses located within the Interchange District, whether or not on the same lot as such uses.

H. **Wastewater Treatment Plant or Facility** designed and operated in accordance with the applicable requirements of, and having a groundwater discharge permit from the Massachusetts Department of Environmental Protection in accordance with, the provisions of 314 C.M.R. 5.00, and intended principally to service the uses located within the Interchange District.

6.12.50 Prohibited Uses: The following uses are prohibited within the Interchange District whether or not allowed in the underlying District.

A. Residential Uses (not including hotels permitted in accordance with subsection 6.12.40.A.).

B. Warehousing and similar storage facilities.

C. Automobile Dealerships, Service or Repair Shops.

6.12.60 Dimensional Requirements for all projects permitted pursuant to subsection 6.12.40:

A. Unless otherwise specified within this Section, all applicable Business District requirements of Section 7, "Dimensional Requirements" shall apply within the Interchange District. Maximum building coverage of land by all structures shall not exceed twenty five percent (25%) of the lot area, and the maximum lot coverage, including structures, parking, service and storage areas shall not exceed sixty percent (60%) of the lot area.

B. A minimum one hundred and fifty (150) foot wide continuous and heavily vegetated Buffer Area, measured from the boundaries of the Interchange District, shall be provided for any development within the Interchange District from the boundaries of the abutting Residential A District as further defined by Section 8, "Landscaping and Buffer Zones." The buffer area shall be continuous, heavily vegetated, and shall be of a minimum width of not less than one hundred and fifty (150) feet. No buildings, structures, parking areas, or other new construction shall be allowed within the Buffer Area, except for pedestrian paths, signage and utilities serving uses within the Interchange District, as shown on an approved Site Plan. The buffer area shall be landscaped with natural vegetation, new plantings, or a combination, which shall include groundcover, shrubs, and trees in accordance with the provisions of Section 8 of this Zoning Bylaw. The applicant shall have the burden of proof to ensure that sufficient landscaping exists or is proposed to provide a continuous buffer and visual screening from the development for any and all residential uses. The requirements of Section 8 may be waived or reduced by the Planning Board in its sound discretion, consistent with an appropriate plan for the overall landscaping of the proposed development that is protective of abutters outside the Interchange District and enhances the visual character of the development. This provision shall not apply at those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.

C. A minimum three hundred (300) foot setback shall be provided from the boundaries of the Interchange District for any buildings within the Interchange District from the boundaries of the abutting Residential A District. This provision shall not apply to those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.

D. Notwithstanding the provisions of Section 7.100, "Height Regulations," any building or structure within the Interchange District shall not exceed sixty (60) feet at any face measured from the average grade for each such face, and shall not exceed five (5) stories above the average grade at the foundation lines. However, any buildings within the Interchange District in excess of forty-eight (48) feet or four (4) stories in height shall be located within six hundred (600) feet of the northeast Interchange District boundary line abutting the Right-of-Way for Route 3 and Route 3/Route 53 interchange.

E. Notwithstanding the provisions of Section 7 "Dimensional Regulations" Lot Frontage within the Interchange Zoning District shall be a minimum of one hundredfifty

(150) feet. If a lot abuts more than one way, only one lot frontage is required to meet this minimum.

F. Notwithstanding the provisions of Section 7, “Dimensional Regulations,” the Minimum Lot Size within the Interchange Zoning District shall be twenty-five (25) acres but may be further subdivided with the approval of the Planning Board to accommodate phased development.

6.12.70 Parking Requirements for all projects permitted pursuant to Section 6.12.40:

A. Unless otherwise specified within this Section, all applicable requirements of Section 9, “Parking Requirements” shall apply within the Interchange District. The Planning Board may waive or reduce the requirements of Section 9 for development within the Interchange District in accordance with the requirements of Section 9.300.

B. In determining the parking requirements for a development within the Interchange District, the Planning Board shall reference Table 9-1 and other parking standards such as those published by the Institute of Transportation Engineers, and shall set such requirements as are necessary to meet the realistic requirements of the proposed development. In setting such requirements, the Planning Board shall take due account of the ability of various uses having different peak demand periods to share parking facilities.

C. All parking spaces shall be a minimum of nine (9) feet in width by eighteen (18) feet in length.

D. Notwithstanding the provisions of Section 9 “Parking and Loading Requirements” parking spaces for all hotel uses within the Interchange Zoning District shall be provided at a ratio of at least one (1) space per every bedroom plus adequate loading, service and employee parking commensurate with the use, as determined by the Planning Board in consideration of the proposed use and location.

E. Notwithstanding the provisions of Section 9 “Parking and Loading Requirements” parking spaces for all convention and conference uses within the Interchange Zoning District shall be provided at a ratio of at least one (1) space for every three (3) seats or occupants permitted by the Building Code and certified by the Inspector of Buildings plus adequate loading, service and employee parking commensurate with the use, as determined by the Planning Board in consideration of the proposed use and location.

F. Notwithstanding the provisions of Section 9 “Parking and Loading Requirements” parking spaces for all office uses within the Interchange Zoning District shall be provided as one space per three hundred sq. ft. of GFA, but not fewer than five per separate enterprise, plus adequate loading, service and employee parking commensurate with the use, as determined by the Planning Board in consideration of the proposed use and location.

G. Parking lots may be constructed with concrete or granite curbing. All access drives must be constructed with granite curbing. No bituminous curbing may be utilized along any access drives or within any parking lots.

H. A use or building within the Interchange District need not be served by a parking facility located on the same building lot.

I. Primary access for all development within the Interchange District shall be provided from Route 53. Additional access to the development is allowed from Webster Street. No vehicular access to the development shall be located within the Buffer Area required under Section 6.12.60.B.

J. The Planning Board may reduce the requirements of Section 6.12.70 in accordance with the provisions of Section 9.300 and further taking into account any shared

parking facilities, existing or proposed.

6.12.80 Additional Requirements for all projects permitted pursuant to Section 6.12.40:

A. Traffic Impact Assessment shall be required in accordance with Section 10.120.A. to determine the necessary capacity of such roads and/or drives, and to determine what transportation improvements will be required by the applicant for existing and proposed roads to ensure such capacity is provided for under the proposed development scheme.

B. All proposed buildings within the Interchange District shall be subject to design review and approval by the Planning Board prior to overall project approval.

Architectural Plans shall be provided to the Planning Board by the applicant for all buildings and structures proposed. Such Architectural Plans showing elevations of all typical principal structures shall be prepared by a Registered Professional Architect.

The applicant shall provide specifications for building materials and shall ensure that the facades of all buildings are reasonably articulated. The applicant shall be required to adhere substantially to the design scheme submitted and approved by the Planning Board as part of any Building Permit application and to substantially complete approved façade treatments prior to issuance of Site Plan Signoff by the Planning Board or Town Planner and prior to the issuance of any Certificate of Occupancy. Minor modifications to approved site plans and building designs that do not depart from the overall design concept or represent a change in architectural style may be reviewed and approved by the Town Planner and authorized on that basis, or referred to the Planning Board for review under the Limited Site Plan Review procedures of Section 10.400 as a modification to the previously approved plans. Except on the ground floor of structures, vertical dimensions of all windows should be greater than their horizontal dimensions. The Planning Board may waive this window design requirement during the design review process. Porches, pent roofs, roof overhangs, hooded front doors or other similar architectural elements should define the front entrance to all structures.

C. All buildings, structures, open spaces, roads and drives, parking areas and other development features shall be designed and located with consideration for the existing natural terrain and minimizing overall environmental impacts on the site, to the extent practical in view of the proposed development program.

D. All exterior lighting, whether placed along roads, drives, or walks, in parking areas, or on structures or other facilities, shall be arranged and shielded so as not to distract in an unreasonable manner the occupants of any dwelling(s) nor shine directly upon abutting properties and/or public ways. All lighting shall be pure white illumination. A detailed lighting plan shall be submitted as part of any Special Permit application to verify compliance with this section. Said plan shall include illumination labels and detailed specifications for proposed lighting fixtures.

E. All existing or proposed utilities and municipal services within the Interchange District shall be installed underground at the time of initial construction except to the extent that this provision is waived by the Planning Board as part of the Special Permit.

F. Provisions shall be made for the storage, collection and removal of all solid waste generated by buildings or uses within the Interchange District. All necessary waste storage facilities, including but not limited to dumpsters, shall be screened from public view by wood stockade, brick or similar fencing or walls, a minimum of six (6) feet in height, and in no case less than the height required to shield the structures

from public view. Trash removal shall be limited to between the hours of 7AM and 7 PM.

G. Individual lots within the Interchange District may contain multiple buildings and multiple uses, and individual buildings within the Interchange District may contain a combination of uses as provided for in an approved development plan.

H. Proposed developments shall be subject to the provisions of Section 11 and Section 10.030 of the Zoning Bylaw for project thresholds, submission of a Development Impact Statement (DIS) and mitigation of development impacts accordingly. Said DIS shall include sections addressing impacts from the proposed development on the environment, traffic, municipal facilities and services (police, fire, public works, etc.), water supply, utilities and infrastructure and wastewater. The Traffic Impact Assessment required under Section 10.120.A. shall be prepared by a registered professional Traffic or Civil Engineer. The Environmental Impact Assessment required under Section 10.120.B. shall be prepared by a registered professional Environmental Engineer or other qualified professional(s) with expertise in the relevant subject matter areas. The applicant shall mitigate all off-site traffic impacts anticipated by the proposed development, through the provision of reasonable offsite improvements to road capacity and safety or by other effective means. The DIS shall include an assessment of the sound and visual impacts from the proposed development on adjacent residential properties and shall propose buffering and screening sufficient to mitigate sound and visual impacts from the proposed development.

I. All applications shall be reviewed by the Planning Board's Consultant Review Engineer. The applicant, in accordance with the Planning Board Rules and Regulations, shall deposit with the Treasurer of the Town funds in the amount of six thousand dollars (\$6,000.00) for the purpose of covering the initial costs associated with said engineering review. Funds shall be accounted for in accordance with G.L. c. 40 sec. 54G, and unexpended funds shall be returned to the Applicant. The applicant shall provide additional funds in the amount of \$3,000, whenever notified by the Planning Board that actual remaining funds are less than \$3,000. The Planning Board may require that the applicant and developer maintain such consultant review funds during both permitting and construction of the project to ensure proper construction and compliance with permit conditions.

6.12.90 Severability: The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision thereof.

Planning Board

Planning Board to make main motion.

Anticipated main motion – We move that this article be referred back to the Planning Board for further study.

The Advisory Committee supports the motion presented by the Planning Board.

ARTICLE 35. To see if the Town of Hanover will vote to appropriate, subject to successfully borrowing, \$300,000 or another sum of money for the purpose of financing the following water pollution facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; to determine whether this appropriation shall be raised by borrowing from the Massachusetts Water Pollution Abatement Trust or otherwise, or to take any other action relative thereto.

Department of Community Services

We move that the Town appropriate \$300,000 for the purpose of financing the following

water abatement facility projects: repair, replacement, and/or upgrade of septic systems, pursuant to agreements with the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Town Manager is authorized to borrow \$300,000 and issue bonds or notes therefore under G.L. c.11, s.127B ½ and/or Chapter 29C of the General Laws: that project and financing costs shall be repaid by the property owners, in accordance with those agreements, but such bonds or notes shall be general obligations of the Town of Hanover; that the Treasurer with the approval of the Town Manager is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the projects or for the financing thereof, and that the Town Manager or other appropriate local body or official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary to carry out the projects.

ARTICLE 36. To see if the Town will vote, pursuant to Article 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve an increase in fees for applications and services to the Hanover Board of Health with an effective date of July 1, 2011, in accordance with the following table, and to allow the Board of Health to update the Fee Schedule on file with the Town Clerk (dated "Effective May 14, 2010") accordingly, or to see if the Town will vote to take any action relative thereto:

Disposal Works Permit (up to 500 gallons) Change from "\$150.00" to "\$200.00"

Disposal Works Permit (500-999 gallons) Change from "\$250.00" to "\$300.00"

Food Permit (Retail up to 999 square feet) Change from "\$100.00" to "\$125.00"

Food Establishment Permit – Food Service (Seating
0-99)

Change from "\$100.00" to "\$150.00"

Percolation Tests (Full Day Rate) Change from "\$650.00" to "\$600.00"

Board of Health

Town Manager

We move that the Town accept this article as written.

ARTICLE 37. To see if the Town will vote, pursuant to Article 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve a change in fees for disposal of certain types of solid waste at the Hanover Transfer Station with an effective date of July 1, 2011, in accordance with the following table, and to allow the Director of Public Works to update the Fee Schedule on file with the Town Clerk (dated "5/1/2007") accordingly, or to see if the Town will vote to take any other action relative thereto:

Change existing fee for residential construction
and demolition disposal

From "no charge up to 250 pounds per
week, \$120.00 per ton above 250 pounds"
to "\$130.00 per ton for all construction
and demolition debris"

Board of Public Works

Director of Public Works

Town Manager

We move that the Town vote to accept this article as written.

ARTICLE 38. To see if the Town will vote, pursuant to Article 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve an increase in fees for Electric Permits (Commercial) to the Department of Municipal Inspections, Building Office with an effective date of July 1, 2011, in accordance with the following table, and to allow the Department of Municipal Inspections, Building Office to update the Fee Schedule on file with the Town Clerk (dated "Effective July 3, 2006") accordingly, or to see if the Town will vote to take any action relative thereto:

New Construction – First \$5,000 valuation

(Commercial) Change from "\$50.00" to "\$75.00"

New Construction – Each additional \$1,000

valuation (Commercial) Change from "\$3.00" to "\$5.00"

New Construction – Maximum Fee (Commercial) Change from "\$2,000.00" to "\$2,500.00"

Remodeling & Additions – First Machine

(Commercial) Change from "\$40.00" to "\$50.00"

Remodeling & Additions – All Other – Each

(Commercial) Change from "\$20.00" to "\$30.00"

Air Conditioners (Commercial)

Change from "5.00 per ton/max \$100.00"

to "\$10.00 per ton/max \$150.00"

Fixtures, Switches & Receptacles – First 5

(Commercial) Change from "\$40.00" to "\$50.00"

Fixtures, Switches & Receptacles – 6-29

(Commercial) Change from "\$60.00" to "\$70.00"

Fixtures, Switches & Receptacles – 30-100

(Commercial) Change from "\$120.00" to "\$130.00"

Fixtures, Switches & Receptacles – Over 100

Outlets (Commercial)

Change from "\$1.00 per outlet" to "\$2.00

per outlet"

Electric Signs (Commercial) Change from "\$50.00" to "\$75.00"

Transformer – 5 KVA or less (Commercial) Change from "\$40.00" to "\$50.00"

Transformer – 15 KVA (Commercial) Change from "\$60.00" to "\$70.00"

Transformer – Over 15 KVA (Commercial) Change from "\$80.00" to "\$90.00"

Services – 200 Amps or less (Commercial) Change from "\$40.00" to "\$50.00"

Services – Each additional 100 Amps or portion thereof (Commercial) Change from "\$20.00" to "\$30.00"

Services – Each additional meter and sub-main

(Commercial) Change from "\$20.00" to "\$30.00"

Gas Stations – Gas Pumps-each (Commercial) Change from "\$50.00" to "\$75.00"

Gas Stations – Canopy for Service Station

(Prewired) (Commercial) Change from "\$60.00" to "\$100.00"

Miscellaneous – Annual Permits & Inspections

(Residential & Commercial) Change from "\$175.00" to "\$200.00"

Miscellaneous – Requests for inspections (other

than usual permits) (Residential & Commercial) Change from "\$50.00" to "\$75.00"

Miscellaneous – Re Inspection Fee – 1st Time

(Residential & Commercial) Change from "\$30.00" to "\$50.00"

Miscellaneous – Re Inspection Fee – 2nd Time

(Residential & Commercial) Change from "\$40.00" to "\$75.00"

Miscellaneous – Alarm Systems (Residential & Commercial) Change from “\$40.00” to “\$50.00”
Miscellaneous – Telecommunication (First 30 Jacks) (Residential & Commercial) Change from “\$40.00” to “\$50.00”
Miscellaneous – Telecommunication – Each additional jack (Residential & Commercial) Change from “\$1.50” to “\$2.00”
Minimum Fee (Commercial) Change from “\$50.00” to “\$75.00”
Department of Community Services
Town Manager

We move that the Town accept this article as written.

ARTICLE 39. To see if the Town will vote, pursuant to Article 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve an increase in fees for Electrical Permits (Residential) to the Department of Municipal Inspections, Building Office with an effective date of July 1, 2011, in accordance with the following table, and to allow the Department of Municipal Inspections, Building Office to update the Fee Schedule on file with the Town Clerk (dated “Effective July 3, 2006”) accordingly, or to see if the Town will vote to take any action relative thereto:

New Dwellings (Residential) Change from “\$150.00” to “\$200.00”
Remodeling & Additions – Switches, Receptacles & Fixtures – First 5 (Residential) Change from “\$30.00” to “\$50.00”
Remodeling & Additions – Switches, Receptacles & Fixtures – 6-29 (Residential) Change from “\$40.00” to “\$60.00”
Remodeling & Additions – Switches, Receptacles & Fixtures – 30-50 (Residential) Change from “\$60.00” to “\$80.00”
Remodeling & Additions – Switches, Receptacles & Fixtures – 51 or more (Residential) Change from “\$80.00” to “\$100.00”
Replacement Water Heater (same size) (Residential) Change from “\$30.00” to “\$50.00”
Ranges, Counter Top Units, Ovens, Disposal & Dishwasher (each) (Residential) Change from “\$30.00” to “\$50.00”
Hot Water Heaters (Residential) Change from “\$25.00” to “\$40.00”
Gas or Oil Burners (Residential) Change from “\$40.00” to “\$50.00”
Portable Air Conditioners (Residential) Change from “\$25.00” to “\$40.00”
Stationary Air Conditioners (Residential) Change from “\$80.00/unit” to “\$100.00/unit”
Services – 200 Amps or less (Residential) Change from “\$40.00” to “\$50.00”
Each additional meter or sub-feed/sub-panel (Residential) Change from “\$20.00” to “\$30.00”
Temporary Service (Residential) Change from “\$40.00” to “\$50.00”
Swimming Pools – Above Ground (Residential) Change from “\$50.00” to “\$75.00”
Swimming Pools – Inground (Residential) Change from “\$80.00” to “\$100.00”
Swimming Pools – Hot Tubs and Spas (Residential) Change from “\$50.00” to “\$75.00”
Swimming Pools – Hydromassage Tubs (Residential) Change from “\$30.00” to “\$50.00”
Minimum Fee (Residential) Change from “\$40.00” to “\$50.00”
Department of Community Services
Town Manager

We move that the Town accept this article as written.

ARTICLE 40. To see if the Town will vote, pursuant to Article 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve an increase in fees for Gas Permits to the Department of Municipal Inspections, Building Office with an effective date

of July 1, 2011, in accordance with the following table, and to allow the Department of Municipal Inspections, Building Office to update the Fee Schedule on file with the Town Clerk (dated "Effective July 3, 2006") accordingly, or to see if the Town will vote to take any action relative thereto:

Hot Water Tank/Tankless (Residential) Change from "\$35.00" to "\$40.00"

First Fixture (Residential) Change from "\$40.00" to "\$45.00"

Each Additional Fixture (Residential) Change from "\$15.00" to "\$20.00"

Re-inspection Fee (Residential) Change from "\$40.00" to "\$45.00"

Minimum Fee (Residential) Change from "\$40.00" to "\$45.00"

Hot Water Tank/Tankless (Commercial) Change from "\$50.00" to "\$55.00"

First Fixture (Commercial) Change from "\$50.00" to "\$55.00"

Each Additional Fixture (Commercial) Change from "\$20.00" to "\$25.00"

Re-inspection Fee (Commercial) Change from "\$50.00" to "\$75.00"

Minimum Fee (Commercial) Change from "\$50.00" to "\$55.00"

Department of Community Services

Town Manager

We move that the Town accept this article as written.

ARTICLE 41. To see if the Town will vote, pursuant to Article 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve an increase in fees for Plumbing Permits to the Department of Municipal Inspections, Building Office with an effective date of July 1, 2011, in accordance with the following table, and to allow the Department of Municipal Inspections, Building Office to update the Fee Schedule on file with the Town Clerk (dated "Effective July 3, 2006") accordingly, or to see if the Town will vote to take any action relative thereto:

New House Minimum (Residential) Change from "\$165.00" to "\$200.00"

Hot Water Tank/Tankless (Residential) Change from "\$30.00" to "\$35.00"

Hot Water Heater – Electric (Residential) Change from "\$30.00" to "\$35.00"

First Fixture (Residential) Change from "\$30.00" to "\$35.00"

Each Additional Fixture (Residential) Change from "\$20.00" to "\$25.00"

Minimum Fee (Residential) Change from "\$30.00" to "\$35.00"

Backflow Preventer (Commercial) Change from "\$40.00" to "\$45.00"

First Fixture (Commercial) Change from "\$50.00" to "\$55.00"

Each Additional Fixture (Commercial) Change from "\$20.00" to "\$25.00"

Re-inspection Fee (Commercial) Change from "\$50.00" to "\$75.00"

Minimum Fee (Commercial) Change from "\$50.00" to "\$55.00"

Demo of any Kind (Commercial) Change from "\$75.00" to "\$100.00"

Department of Community Services

Town Manager

We move that the Town accept this article as written.

ARTICLE 42. To see if the Town will vote to name a parcel of land on Center Street "The Stasiluk-Nava Conservation Area". The land is identified as Lot # 10 on Assessor's Map #69, or take any other action relative thereto.

Community Preservation Committee

Open Space Committee

Open Space Committee to make main motion.

Anticipated main motion – We move that the Town accept this article as written.

The Advisory Community supports the motion presented by the Open Space Committee.

ARTICLE 43. To see if the Town will vote to name the recreation fields developed on King Street "Forge Pond Park" or take any other action relative thereto.

Community Preservation Committee
Open Space Committee
Parks and Recreation Commission

Parks and Recreation Committee to make main motion.

Anticipated main motion – We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the Parks and Recreation Committee.

ARTICLE 44. To see if the Town will vote to name the Auditorium in the new High School the Robert J. Nyman Memorial Auditorium, or to take any other action hereto.

By Petition: Kristina L. Nyman

Kara L. Nyman

Rhonda L. Nyman

Christina M. Nyman

Eric J. Nyman

Petitioner to make main motion.

Anticipated main motion – “We move that the Town accept this article as written.”

The Advisory Committee supports the motion presented by the petitioner.

ARTICLE 45. WITHDRAWN

ARTICLE 46. To see if the Town will vote to borrow in accordance with Chapter 44 of the Massachusetts General Laws, or any other enabling authority, the sum of \$8,500,000, or another sum, to perform road maintenance and reconstruction of all types on various streets including roadway, drainage systems, sidewalks, curbing, signs, pavement markings, shoulder improvements and related structures in accordance with the Town’s ongoing pavement management program, said funds to be expended at the direction of the Town Manager, provided that such borrowing is contingent on the passage of a Proposition 2½ referendum question under Massachusetts General Laws Chapter 59, Section 21C, or take any other action relative thereto.

Board of Public Works

Director of Public Works

Town Manager

We move that the Town not accept this article and refer it back to the DPW for further study.

ARTICLE 47. To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44, or any other enabling statute of the Massachusetts General Laws the sum of \$400,000, or another sum, to perform road maintenance and reconstruction of all types of various streets including roadway, drainage systems, sidewalks, curbing, signs, pavement markings, shoulder improvements, and related structures in accordance with town’s ongoing pavement management program, said funds to be expended at the direction of the Town Manager, or to take any other action relative thereto.

Director of Public Works

Board of Public Works

Town Manager

We move that the Town not accept this article and take no further action.

ARTICLE 48. To see if the Town will vote to authorize the Board of Selectmen and the Town Manager to accept such sums of money as may be distributed by the Commonwealth of Massachusetts through the Chapter 90 highway grant program, so-called, funds to be expended by the Town Manager in accordance with the guidelines and requirements of the Massachusetts Highway Department, or to take any other action relative thereto.

Board of Selectmen

Board of Public Works

Town Manager

We move that the Town vote to authorize the Town Manager to accept Chapter 90 Highway Funds as distributed by the Commonwealth of Massachusetts, said funds to be expended for the purposes stated herein by the Town Manager in accordance with the guidelines and requirements of the Massachusetts Highway Department.

ARTICLE 49. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$130,000.00 or another sum, to purchase a replacement console and radios located in the Emergency Communications Center servicing the Hanover Police, Fire, EMS and DPW departments. Said funds to be expended at the direction of the Town Manager, or take any other action relative thereto.

Police Department

Town Manager

We move that the Town vote to raise and appropriate \$75,000 from the undesignated fund balance to purchase a replacement console and radios in the Emergency Communications Center servicing the Hanover Police, Fire, EMS and DPW departments, said funds to be expended at the direction of the Town Manager.

ARTICLE 50. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$65,000, or another sum, for the purchase of computers, funds to be expended at the direction of the School Committee, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 51. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$25,000, or another sum, for the upgrade and installation of clocks at Center and Sylvester Schools to include purchasing, repair, replacement, disposal, installation, and related costs, funds to be expended at the direction of the School Committee, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 52. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$60,000, or another sum, for paving at the Middle School to include purchasing, repair, replacement, disposal, installation, and related costs, funds to be expended at the direction of the School Committee, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 53. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$590,000, or another sum, for the creating handicap accessibility at Sylvester School to include purchasing, repair, replacement, disposal, installation, and related costs, funds to be expended at the direction of the School Committee, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 54. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$410,000, or another sum, to remove carpets, abate tile, install moisture barrier system, and replace tile in downstairs rooms and common areas at the Middle School to include purchasing, repair, replacement, disposal, installation and related costs, funds to be expended at the direction of the

School Committee, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 55. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$90,000, or another sum, for the upgrade and installation of intercom systems at Center and Sylvester Schools to include purchasing, repair, replacement, disposal, installation, and related costs, funds to be expended at the direction of the School Committee, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 56. To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$120,000, or another sum of money, to the Stabilization Fund, for school purposes in FY 13, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate \$120,000 from the Undesignated Fund Balance to the Stabilization Fund to be used to offset increases in the FY2013 School Operating Budget .

ARTICLE 57. To see if the Town will vote to amend Section 5.600, Outdoor Storage, of the Zoning By-Law for the Town in the manner described below, or to see if the Town will vote to take any action relative thereto:

In Section 5.600, Outdoor Storage, adopt a new Subsection 5.610 to read as follows:

5.610 - Notwithstanding the above provisions and upon applying for and the granting of a Special Permit by the Planning Board acting as the Special Permit Granting Authority, a business may display or store "goods for sale" based on conditions defined in the Special Permit as determined by the Planning Board.

Planning Board

Rt. 53 Study Committee

Recommendation to be made at Town Meeting.

ARTICLE 58. To see if the Town of Hanover will vote to petition the Great and General Court of the Commonwealth of Massachusetts seeking special legislation authorizing the Town of Hanover to issue an additional license for the sale of wines and malt beverages to be drunk on the premises (a/k/a wines and malt beverages/restaurant) to Rocco's on Broadway, Inc. dba Rocco's on Broadway, located at 1143 Broadway, provided that such license be issued through the usual licensing process administered by the Board of Selectmen.

By Petition: David Nagle

Lee Rea

Robert Carroll

Carmine L. Fantasia

Vickie Keating

Petitioner to make main motion.

Anticipated main motion – I move that the Town authorize the Board of Selectmen to petition the Senator and Representative in the General Court of the Commonwealth of Massachusetts to submit the following legislation for the authorization of an additional liquor license, and further authorize the Selectmen to negotiate minor changes thereto, as follows;

AN ACT AUTHORIZING THE TOWN OF HANOVER TO GRANT A CERTAIN LICENSE FOR THE SALE OF ALCOHOLIC BEVERAGES.

Be it enacted by the Senate and House of Representatives in General Court assembled, and

by the authority of the same, as follows:

SECTION 1. Notwithstanding section 17 of chapter 138 of the General Laws, the licensing authority of the Town of Hanover may grant one (1) additional license for the sale of wines and malt beverages to be drunk on the premises (a/k/a beer & wine/restaurant), pursuant to section 12 of chapter 138, for an establishment located at 1143 Broadway, Hanover Massachusetts. The license shall be subject to all of said chapter 138 except said section 17.

SECTION 2. Further notwithstanding section 17 of chapter 138 of the General Laws, the licenses so issued herein shall not be counted towards the quota of licenses allowed to the Town of Hanover pursuant to that section 17, and shall not impact an increase in that quota to which the Town would be entitled owing to a future increase in population.

SECTION 3. This act shall take effect upon its passage.

The Advisory Committee supports the motion presented by the Petitioner.

ARTICLE 59. To see if the Town will accept the amendments shown below to the current Sign Bylaws, or take any other actions relative thereto:

In this section of the current
Sign Bylaws.

Delete the word(s) shown on this
chart in ***bold italics*** and ...

add the word(s) shown on this
chart in **bold**:

ARTICLE 3.

ARTICLE 4.

ADMINISTRATION
AND ENFORCEMENT

4.2. Permits: (a)

4.2. Permits:

(a) No sign shall be erected,
altered or enlarged until an
application on the appropriate
form furnished by the Sign
Officer has been filed with the
Sign Officer containing such
information, including
photographs, plans and scale
drawings, as he may require,
and a permit for such erection,
alteration or enlargement has
been issued by him. ***Such
permit shall be issued only if
the Sign Officer determines
that the sign complies or will
comply with all applicable
provisions by this by-law. A
schedule of fees for such
permits shall be determined
from time to time by the Board
of Selectmen.***

4.2. Permits:

(a) No sign shall be erected,

altered or enlarged until an application on the appropriate form furnished by the Sign Officer has been filed with the Sign Officer containing such information, including photographs, plans and scale drawings, as he may require, and a permit for such erection, alteration or enlargement has been issued by him. **The sign officer shall act upon the application within five (5) business days if the Sign Officer determines that the sign shall comply with all applicable provisions of this by-law; or if not acted upon within five (5) business days shall be deemed approved. A schedule of fees for sign permits shall be determined from time to time by the Board of Selectmen.**

ARTICLE 4.

ADMINISTRATION AND ENFORCEMENT

4.1. Enforcement: (b)

(b) The Sign Officer is further authorized, upon notice as herein provided, to order the repair, removal or revocation of any sign which in his judgment is, or is likely to become, dangerous, unsafe or in disrepair, or which is erected or maintained contrary to this bylaw. The Sign Officer shall serve a written notice and order upon the owner of record of the premises where the sign is located and any advertiser, tenant or other person known to him having control or a substantial interest in said sign, directing the repair or removal of the sign within a time not to exceed *thirty days* after giving of such notice. If such notice and order is not

obeyed within such period of time, the Sign Officer and his duly appointed agents shall, at reasonable times and upon presentation of credentials, have the power to enter upon the premises on which said sign is erected or maintained and repair or remove, or cause to be repaired or removed, said sign. All expenses incurred by the Sign Officer and his duly authorized agents in removing or repairing any sign shall be *accessible* against any person who failed to obey said notice and order and shall be recoverable with costs in any court of competent jurisdiction if not paid within thirty days after written notice of assessment is given by the Sign Officer to such person.

(b) The Sign Officer is further authorized, upon notice as herein provided, to order the repair, removal or revocation of any sign which in his judgment is, or is likely to become, dangerous, unsafe or in disrepair, or which is erected or maintained contrary to this bylaw **or which exceeds the conditions of the permit.** The Sign Officer shall serve a written **or verbal** notice and order upon the owner of record of the premises where the sign is located and any advertiser, tenant or other person known to him having control or a substantial interest in said sign, directing the repair or removal of the sign within a time not to exceed **24 hours** after giving of such notice. If such notice and order is not obeyed within such period of time, the Sign Officer and his duly appointed agents shall, at reasonable times and

upon presentation of credentials, have the power to enter upon the premises on which said sign is erected or maintained and repair or remove, or cause to be repaired or removed, said sign **whether temporary or permanent**. All expenses incurred by the Sign Officer and his duly authorized agents in removing or repairing any sign shall be **assessable** against any person who failed to obey said notice and order and shall be recoverable with costs in any court of competent jurisdiction if not paid within thirty days after written notice of assessment is given by the Sign Officer to such person.

ARTICLE 5.

MOVEMENT, ILLUMINATION AND COLOR

5.1. Movement:

5.1. Movement:

No sign shall contain any moving, flashing or animated lights, or visible moving or moveable parts, except such portions of a sign that consist solely of indicators of time or temperature. ***Automatically or manually continuous changing message signs are not permitted.***

5.1. Movement:

No sign shall contain any moving, flashing or animated lights, or visible moving or moveable parts, except such portions of a sign that consist solely of indicators of time or temperature. **Automatically or manually changing message signs may be permitted in the case of gas stations, movie or stage theaters or such other circumstances that the Sign**

Officer may permit upon finding that such sign does not derogate from the intent of this by-law.

ARTICLE 5.

MOVEMENT,

ILLUMINATION AND

COLOR

5.2. Illumination:

5.2. Illumination:

Signs may be illuminated only by the following means:

(c) Neon tubes or similar devices are not permitted except a window sign which meets the provisions of Article 7.3 (a), may utilize such a tube if such sign contains no more than two colors, is not moving or flashing and is less than one and one half (1 1/2) square feet in overall area.

5.2. Illumination:

Signs may be illuminated only by the following means:

(c) By a white, steady stationary light of reasonable intensity “back-lighting” a Fully-Attached Sign.

(d) Neon tubes or similar devices are not permitted except a window sign which meets the provisions of Article 7, and may utilize such a tube if such sign contains no more than two colors, is not moving or flashing and is less than one and one half (1 1/2) square feet in overall area.

ARTICLE 5.

MOVEMENT,

ILLUMINATION AND

COLOR

5.4. Christmas

Decorations:

5.4. *Christmas* Decorations:

***Christmas* decorations shall not be subject to this by-law**

for the period from November 1 to January 10 of any given Season.

5.4. Holiday Decorations:

Holiday decorations shall not be subject to this by-law.

ARTICLE 7.

ACCESSORY SIGNS

7.1. Residence Districts:

7.1. Residence Districts:

(a) One sign displaying the street number and/or name of the occupant of the premises not exceeding six square feet in area. Such sign may include identification of an accessory professional office or other accessory uses permitted in a residential district.

7.1. Residence Districts:

(a) One **accessory** sign displaying the street number and/or name of the occupant of the premises not exceeding six square feet in area. Such sign may include identification of an accessory professional office or other accessory uses permitted in a residential district.

ARTICLE 7.

ACCESSORY SIGNS

7.3. Special Signs (b)

7.3. Special Signs:

(b) Temporary Signs:

Temporary signs, including political signs, which comply with these by-laws shall be permitted in all districts as specified herein. Before a temporary sign (other than a temporary sign placed in a window) shall be erected or displayed, there shall be ***deposited*** with the Sign Officer the sum of ***\$25.00*** for each commercial sign and ***\$25.00*** for any fixed number of political signs. A removal date shall be

specified in the permit. The deposit shall be refunded upon the timely removal of the sign or signs. In the event of failure to remove the sign or signs within the period prescribed,

7.3. Special Signs:

(b) Temporary Signs:

Temporary signs, including political signs, which comply with these by-laws shall be permitted in all districts as specified herein. Before a temporary sign (other than a temporary sign placed in a window) shall be erected or displayed, there shall be a **permit fee in** the sum of **\$75.00** for each commercial sign and **\$75.00** for any fixed number of political signs. A removal date shall be specified in the permit. The deposit shall be refunded upon the timely removal of the sign or signs. In the event of failure to remove the sign or signs within the period prescribed, the Sign the Sign Officer shall apply the deposit towards the cost of removing the sign or signs, and any balance of the deposit shall be forfeited.

Officer shall apply the deposit towards the cost of removing the sign or signs, and any balance of the deposit shall be forfeited.

Recommendation to be made at Town Meeting.

ARTICLE 60. A NEW DAY (formerly Womansplace Crisis Center) requests from the Town of Hanover that \$2,500 be raised and appropriated to A New Day in fiscal year 2012 in lieu of services provided to the sexual assault survivors and their families.

By Petition: Jason Oliver

Karen Oliver

Deborah Rich

Siobahn Horton

Barbara Gallinaro

We move that the Town not accept this article and take no further action.

ARTICLE 61. To see if the Town will vote to accept the following streets as public ways, or

take any other action relative thereto:

Street Name Plan Reference

1 Elijah's Path The entire length of Elijah's Path as shown on a plan entitled "Roadway As Built Plan – Elijah's Path" prepared by Grady Consulting, LLC. dated January 6, 2011, a copy of which is on file in the office the Hanover Department of Public Works.

2 Nash Landing The entire length of Nash Landing as shown on a plan entitled "Site and Road As-built Plan" (Nash Landing), prepared by Moran Surveying, Inc. dated May 22, 2010, a copy of which is on file in the office the Hanover Department of Public Works.
Board of Public Works

Recommendation to be made at Town Meeting.

ARTICLE 62. Will the Town vote to have its elected Town Clerk become an appointed Town Clerk, or take any other action relative thereto?

We move that the Town vote to have its elected Town Clerk become an appointed Town Clerk, effective upon the conclusion of the incumbent Town Clerk's service.

ARTICLE 63: To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Section 6.13.4 currently reads:

6.13.4 Additional Dimensional Requirements for Body Art Establishments:

A. **Each** Body Art Establishment shall be located within eight hundred (800) feet of any other Body Art Establishment.

B. No Body Art Establishment shall be located within three hundred feet of the Residence A Zoning District.

Change Section 6.13.4 to read:

6.13.4 Additional Dimensional Requirements for Body Art Establishments:

A. **No** Body Art Establishment shall be located within eight hundred (800) feet of any other Body Art Establishment.

B. No Body Art Establishment shall be located within three hundred feet of the Residence A Zoning District.

Planning Board

Planning Board to make main motion.

Anticipated main motion - We move that the Town vote to accept this article as written.

NOTICE FOR THE ELECTION OF OFFICERS

Hanover High School, Cedar Street,
on **SATURDAY, the 7th OF MAY 2011,**

then and there to act on the following:

To bring in their votes for each of the following:

For a term of five years: One Planning Board Member

For a term of three years: Two Selectmen

One Assessor

Two School Committee Members

One Board of Health Member

One Board of Public Works Member

One Trustee for Public Library

For a term of two years: One Planning Board Member

For a term of one year: One Moderator

QUESTION 1

“Shall the Town of Hanover be allowed to exempt from the provisions of Proposition Two and One-Half, so called, the amounts required to pay for the bonds issued to perform road maintenance and reconstruction?

Yes___ No ___”

QUESTION 2

“Will the Town vote to have its elected Town Clerk become an appointed Town Clerk?

Yes___ No ___”

Polls open from 8:00 A.M. to 6:00 P.M., unless otherwise ordered by the Town.

And you are hereby ordered to serve this Warrant by posting attested copies thereof seven days at least before the time of said meeting.

Given under our hands this 4th day of April 2011.

David C. Greene

Susan M. Setterland

Daniel A. Pallotta

Joseph P. O'Brien

Joseph R. Salvucci

_____, Constable _____, 2011

APPENDIX

1. Chart – Revenue Sources FY '12
2. Chart – Expenditures FY '12
3. Budget View from Line to Program
4. Budget View with Line Items
5. Budget Overview
6. Capital Budget
7. Preview of Next Year

Real Estate Revenues

72%

State Aid

15%

Estimated Receipts

6%

FY 2012 REVENUE SOURCES

Free Cash

3%

Education

48%

Fire Department

4 81%

Police Department

6.78%

Unclassified Expenses

School & Town
14%

FY 2012 EXPENDITURES

Debt- School

6.41%

Debt-Town

3.42%

Articles-School

0.57%

Articles-Town

Public Education Government 1.47%

0.20%

South Shore Regional

Assessments

1.68%

Dept of Public Works

6.57%

4.81%

Budget View from Line to Program

ARTICLE TOWN MTG.

OMNIBUS BUDGET APPROVED FY 2012 Budget

GENERAL GOVERNMENT FY2011 BUDGET FY2011 BUDGET WITH REORGANIZATION Recommendation CHANGE %

BOARD OF SELECTMEN - PAYROLL \$297,984 General Government General Government

BOARD OF SELECTMEN - EXPENSES \$11,450 Salaries: \$1,093,012

(\$42,274) Subtraction of custodian and vac salary, moved to Centralized Maintenance

Total Salaries \$1,050,738 \$1,100,307 \$49,569 4.50%

ADVISORY COMMITTEE - PAYROLL \$3,813 Expenses: \$365,003

(\$27,500) Subtraction of Town Audit, moved to Town Wide Expenses

(\$134,900) Subtraction of Legal Expenses, moved to Town Wide Expenses

ADVISORY COMMITTEE - EXPENSES \$159 **Total Expense \$202,603 \$232,623** \$30,020 12.91%

CAPITAL IMPROVEMENT COMMITTEE - PAYROLL \$1,939

LEGAL SERVICES - EXPENSES \$134,900

CENTRAL COMPUTER - PAYROLL \$83,287

CENTRAL COMPUTER - EXPENSES \$36,305

TOWN CLERK - PAYROLL \$92,421

TOWN CLERK - EXPENSES \$4,445

ELECTIONS & TOWN MEETING - PAYROLL \$27,300

ELECTIONS & TOWN MEETING - EXPENSES \$25,560

REGISTRAR - PAYROLL \$25,356

REGISTRAR - EXPENSES \$7,444

SUBTOTAL - GENERAL ADMINISTRATION \$752,363

FINANCE DEPARTMENT - PAYROLL \$419,406

FINANCE DEPARTMENT - EXPENSES \$79,178

FINANCE DEPARTMENT - TOWN AUDIT EXPENSES \$27,500

BOARD OF ASSESSORS - PAYROLL \$141,506

BOARD OF ASSESSORS - EXPENSES \$38,062

SUBTOTAL - FINANCIAL ADMINISTRATION \$705,652

TOTAL - GENERAL GOVERNMENT \$1,458,015

Budget View from Line to Program

ARTICLE TOWN MTG.

OMNIBUS BUDGET APPROVED FY 2012 Budget

GENERAL GOVERNMENT FY2011 BUDGET FY2011 BUDGET WITH REORGANIZATION Recommendation CHANGE %

PUBLIC SAFETY Police Department Police Department

Salaries: \$2,501,549

POLICE - PAYROLL \$2,501,549 \$496,625 Addition of ECC salaries

POLICE - EXPENSES \$227,137 \$15,735 Addition of Animal Control salaries

(\$45,475) Subtraction of 2 custodians

Total Salaries \$2,968,434 \$2,971,612 \$3,178 0.11%

POLICE - NEXTEL EXPENSES \$11,500 Expenses: \$227,137

\$11,500 Addition of NEXTEL expenses

\$3,743 Addition of Animal Control expenses

FIRE DEPARTMENT - PAYROLL \$2,080,844 \$54,910 Addition of ECC expenses

(\$450) Subtraction of custodian uniforms

FIRE DEPARTMENT - EXPENSES \$233,050 **Total Expense \$296,840 \$292,190** (\$4,650) -1.59%

Fire Department Fire Department

Salaries \$2,080,844

DEPT OF MUNICIPAL INSPECTIONS - PAYROLL \$532,938 \$489 Addition of 28 hrs Admin vacation coverage

DEPT OF MUNICIPAL INSPECTIONS - EXPENSES \$38,400 (\$4,358) Subtraction of 4 hrs per week Admin to Comm Services

EMERGENCY MANAGEMENT - EXPENSES \$2,100 **Total Salaries \$2,076,976 \$2,067,114** (\$9,862) -0.48%

ANIMAL CONTROL - PAYROLL \$15,735 Expenses \$233,050

ANIMAL CONTROL - EXPENSES \$3,743 \$2,100 Addition of Emergency Management Expenses

EMERGENCY COMMUNICATIONS - PAYROLL \$496,625 **Total Expense \$235,150 \$248,711** \$13,561 5.45%

EMERGENCY COMMUNICATIONS - EXPENSES \$54,910

TOTAL - PUBLIC SAFETY \$6,198,531

EDUCATION Education Education

Salaries & Expenses \$23,140,296 **\$23,240,296** \$100,000 0.43%

HANOVER PUBLIC SCHOOLS - ALL EXPENSES \$23,132,796

NORTH RIVER COLLABORATIVE - MEDICAID PROCESS \$7,500 SS Regional School
PEG ACCESS COMMITTEE - PAYROLL \$70,000 Assessment \$794,793 \$808,971 \$14,178 1.75%
PEG ACCESS COMMITTEE - EXPENSES \$32,000
SOUTH SHORE REGIONAL SCHOOL - ASSESSMENT \$794,793 **Community Access & Media Community Access & Media**
Salaries: \$70,000 **\$59,448** (\$10,552) -17.75%
TOTAL - EDUCATION \$24,037,089 Expenses: \$32,000 **\$35,900** \$3,900 10.86%

Budget View from Line to Program

ARTICLE TOWN MTG.

OMNIBUS BUDGET APPROVED FY 2012 Budget

GENERAL GOVERNMENT FY2011 BUDGET FY2011 BUDGET WITH REORGANIZATION Recommendation CHANGE %

PUBLIC WORKS & FACILITIES DPW DPW

Salaries: \$1,013,300

ADMINISTRATION - PAYROLL \$171,500 \$40,932 Addition of Park & Rec Salaries

ADMINISTRATION - EXPENSES \$18,000 **Total Salaries \$1,054,232 \$1,056,982** \$2,750 0.26%

HIGHWAY - PAYROLL \$356,500 Expenses: \$985,500

HIGHWAY - EXPENSES \$145,000 \$328,020 Addition of Street Lights & Town Gas Pump

PUBLIC GROUNDS - PAYROLL \$176,300 **Total Expense \$1,313,520 \$1,299,595** (\$13,925) -1.07%

PUBLIC GROUNDS - EXPENSES \$43,200 Centralized Facilities MaintenancSalaries: \$217,470 \$230,470 \$13,000 5.64%

TRANSFER STATION - PAYROLL \$202,500

TRANSFER STATION - EXPENSES \$764,500 Centralized Facilities Expenses: \$111,360 Addition of Town Hall Exp and \$450 for Uniforms from police \$111,360 \$0 0.00%

CEMETERY - PAYROLL \$106,500

CEMETERY - EXPENSES \$14,800 Centralized Facilitites Maint \$85,000

TOTAL - PUBLIC WORKS \$1,998,800 Snow & Ice Removal Salaries: \$73,000 \$73,000 \$0 0.00%

Snow & Ice Removal Expenses \$307,000 \$307,000 \$0 0.00%

ICE & SNOW REMOVAL - PAYROLL \$73,000

ICE & SNOW REMOVAL - EXPENSES \$307,000

TOTAL - SNOW & ICE \$380,000

ENGINEER MANAGER \$80,000

TOWN HALL - EXPENSES \$110,910

STREET LIGHTING - EXPENSES \$61,320

TOWN GAS PUMP - EXPENSES \$266,700

TOTAL - PUBLIC FACILITIES \$438,930

HUMAN SERVICES Community Services Community Services

Salaries \$787,472

VISITING NURSE - PAYROLL \$94,452 \$4,358 Addition of 4 hrs per week admin from Fire Dept

VISITING NURSE - EXPENSES \$1,500 (\$22,187) Subtraction of COA custodian, moved to Centralized Maintenance

COUNCIL FOR AGING - PAYROLL \$148,382 (\$489) Subtraction of 28 hours admin vacation hours for Fire Dept.

COUNCIL FOR AGING - EXPENSES \$61,285 **Total Salaries \$769,153 \$733,041** (\$36,112) -4.93%

VETERANS' SERVICES - PAYROLL \$11,700 Comm Serv Expenses \$162,076 \$213,963 \$51,887 24.25%

VETERANS' SERVICES - EXPENSES \$7,891 Library Salarie \$342,606

VETERANS' BENEFITS - EXPENSES \$53,000 (\$27,535) Subtraction of 3 custodians, moved to Centralized Maintenance

Total Salaries \$315,071 \$315,071 (\$0) 0.00%

TOTAL - HUMAN SERVICES \$378,210 Library Expens \$178,207 \$193,256 \$15,049 7.79%

CULTURE & RECREATION

JOHN CURTIS FREE LIBRARY - PAYROLL \$342,606

JOHN CURTIS FREE LIBRARY - EXPENSES \$178,207

PARK & RECREATION - PAYROLL \$40,932

TOTAL - CULTURE & RECREATION \$561,745

Budget View from Line to Program

ARTICLE TOWN MTG.

OMNIBUS BUDGET APPROVED FY 2012 Budget

GENERAL GOVERNMENT FY2011 BUDGET FY2011 BUDGET WITH REORGANIZATION Recommendation CHANGE %

DEBT SERVICE - TOWN & SCHOOL Debt Expenses \$3,838,918 \$4,737,022 \$898,104 18.96%

NONEXEMPT (Subject to Proposition 2 1/2 Tax Cap)

1998 GENERAL PURPOSE BOND - PRINCIPAL \$15,600

1998 GENERAL PURPOSE BOND - INTEREST \$2,171

2000 GENERAL PURPOSE BOND - PRINCIPAL \$130,100

2000 GENERAL PURPOSE BOND - INTEREST \$27,368

2000 WPAT BOND - PRINCIPAL \$10,872

2002 GENERAL PURPOSE BOND - PRINCIPAL \$90,000

2002 GENERAL PURPOSE BOND - INTEREST \$4,925

2004 GENERAL PURPOSE BOND - PRINCIPAL \$20,000

2004 GENERAL PURPOSE BOND - INTEREST \$4,634

2006 GENERAL PURPOSE BOND - PRINCIPAL \$160,000

2006 GENERAL PURPOSE BOND - INTEREST \$27,200

2008 GENERAL PURPOSE BOND - PRINCIPAL \$310,000

2008 GENERAL PURPOSE BOND - INTEREST \$69,984

TEMPORARY LOANS - INTEREST \$32,000

OTHER INTEREST - EXPENSE \$2,500

BOND / NOTE ISSUE - EXPENSE \$5,000

SUBTOTAL - NONEXEMPT DEBT SERVICE \$912,354

DEBT SERVICE - TOWN & SCHOOL

EXEMPT (Not Subject to Proposition 2½ Tax Cap)

1998 DEBT EXCL/POLICE STATION - PRINCIPAL \$165,500

1998 DEBT EXCL/POLICE STATION - INTEREST \$36,926

2001 DEBT EXCL/SCHOOL PROJECTS - PRINCIPAL \$722,500

2001 DEBT EXCL/SCHOOL PROJECTS - INTEREST \$367,474

2001 DEBT EXCL/LIBRARY PROJECT - PRINCIPAL \$130,000

2001 DEBT EXCL/LIBRARY PROJECT - INTEREST \$46,033

DEBT EXCL/SENIOR CENTER - PRINCIPAL \$105,000

DEBT EXCL/SENIOR CENTER - INTEREST \$114,958

DEBT EXCL/HIGH SCHOOL - PRINCIPAL \$545,000

DEBT EXCL/HIGH SCHOOL - INTEREST \$613,173

BOND/NOTE ISSUANCE EXPENSE \$80,000

SUBTOTAL - EXEMPT DEBT SERVICE \$2,926,564

TOTAL - DEBT SERVICE \$3,838,918

Budget View from Line to Program

ARTICLE TOWN MTG.

OMNIBUS BUDGET APPROVED FY 2012 Budget

GENERAL GOVERNMENT FY2011 BUDGET FY2011 BUDGET WITH REORGANIZATION Recommendation CHANGE %

EMPLOYEE BENEFITS - TOWN & SCHOOL Townwide Expenses Townwide Expenses

\$134,900 Addition of Legal Services \$134,900 \$0 0.00%

MEDICARE - EXPENSES \$395,000 \$27,500 Addition of Town Audit \$39,000 \$11,500 29.49%

COUNTY RETIREMENT FUND - ASSESSMENT \$2,097,087 \$5,777,414 Addition of Employee Benefits \$6,069,208 \$291,794 4.81%

WORKERS' COMPENSATION - ASSESSMENT \$175,833 \$263,500 Addition of Property & Liability Insurance \$263,500 \$0 0.00%

UNEMPLOYMENT COMPENSATION - EXPENSES \$139,970 \$190,000 Addition of Reserve Fund \$190,000 \$0 0.00%

GROUP HEALTH INSURANCE - EXPENSES \$2,895,679 Software Maintenance \$50,000

GROUP LIFE INSURANCE - EXPENSES \$14,900 **Total: \$6,393,314 \$6,746,608 \$353,294 5.24%**

EMPLOYEE TRAINING - EXPENSES \$6,000

EMPLOYEE MEDICAL - EXPENSES \$52,945

TOTAL - EMPLOYEE BENEFITS \$5,777,414

UNCLASSIFIED

PROPERTY & LIABILITY INS. - TOWN & SCHOOL \$263,500

COUNTY AID TO AGRICULTURE \$0

TOTAL-UNCLASSIFIED \$263,500

TOTAL - ALL GENERAL FUND ACTIVITIES \$45,411,152

RESERVE FUND

ADVISORY COMMITTEE - TRANSFERS \$190,000

COMBINED TOTAL - GENERAL & RESERVE FUNDS \$45,601,152 Total Voted: Article #13 \$45,601,152 \$47,159,541 \$1,558,389 3.30%

Library Fines Article# 15 \$15,239 moved to omnibus budget

CPC Salaries Article #17 \$42,066 moved to comm serv expenses \$0

CPC Expenses Article #17 \$8,273 moved to comm serv expenses \$0

Total CPC \$50,339 \$0 (\$45,564) -10.48%

All Budgets \$45,666,730 \$47,159,541 \$1,492,811 3.17%

The above chart demonstrates a crossover spreadsheet that illustrates in the first column what was voted at the May, 2010 Town Meeting by line item. The next column portrays the same budget with the reorganization

under the Manager Act. The third column shows the recommended 2012 budget. Please note that the budgets are supported by other available funds in the amount of \$1,489,790.

The Town of Hanover would like to

highlight that although we vote a \$47,124,541 budget the Town expended \$24,851,158 in other funds. These funds include grants, donations, capital expenditures, and other

activities which also include recreation

activities, numerous school programs, trust funds and agency accounts (details). The following is a list of expenses that were made from other funds

Fiscal Year**2010 Expenditures**

Special Revenue (includes recreation fund - \$481,101) 5,634,980

Community Preservation 2,099,978

Capital Projects 15,278,973

Ambulance fund \$581,710

School Lunch 744,646

Trust Funds \$3,909

Agency Funds 506,962

Total Expenditures 24,851,158

Budget View with Line Items**ARTICLE 13 FY2012****OMNIBUS BUDGET FY2011 FY2012 ADVISORY CHANGE****GENERAL GOVERNMENT APPROPRIATION REQUEST RECOMMENDS FROM FY11**

BOARD OF SELECTMEN - PAYROLL \$297,984 \$255,752 \$255,752 -\$42,232

BOARD OF SELECTMEN - EXPENSES \$11,450 \$31,450 \$31,450 \$20,000

ADVISORY COMMITTEE - PAYROLL \$3,813 \$3,152 \$3,152 -\$661

ADVISORY COMMITTEE - EXPENSES \$159 \$0 \$0 -\$159

CAPITAL IMPROVEMENT COMMITTEE - PAYROLL \$1,939 \$1,939 \$1,939 \$0

CAPITAL IMPROVEMENT COMMITTEE - EXPENSES \$0 \$0 \$0 \$0

LEGAL SERVICES - EXPENSES \$134,900 \$134,900 \$134,900 M \$0

CENTRAL COMPUTER - PAYROLL \$83,287 \$83,188 \$83,188 -\$99

CENTRAL COMPUTER - EXPENSES \$36,305 \$96,484 \$96,484 \$60,179

TOWN CLERK - PAYROLL \$92,421 \$92,327 \$92,327 -\$94

TOWN CLERK - EXPENSES \$4,445 \$4,445 \$4,445 \$0

ELECTIONS & TOWN MEETING - PAYROLL \$27,300 \$27,300 \$27,300 \$0

ELECTIONS & TOWN MEETING - EXPENSES \$25,560 \$25,560 \$25,560 \$0

REGISTRAR - PAYROLL \$25,356 \$25,356 \$25,356 \$0

REGISTRAR - EXPENSES \$7,444 \$7,444 \$7,444 \$0

SUBTOTAL - GENERAL ADMINISTRATION \$752,363 \$789,297 \$789,297 \$36,934

FINANCE DEPARTMENT - PAYROLL \$419,406 \$469,788 \$469,788 A.M \$50,382

FINANCE DEPARTMENT - EXPENSES \$79,178 \$79,178 \$79,178 B.M \$0

FINANCE DEPARTMENT - TOWN AUDIT EXPENSES \$27,500 \$39,000 \$39,000 M \$11,500

BOARD OF ASSESSORS - PAYROLL \$141,506 \$141,506 \$141,506 \$0

BOARD OF ASSESSORS - EXPENSES \$38,062 \$38,062 \$38,062 \$0

TOWN COLLECTOR - PAYROLL \$0 \$0 \$0 \$0

TOWN COLLECTOR - EXPENSES \$0 \$0 \$0 \$0

SUBTOTAL - FINANCIAL ADMINISTRATION \$705,652 \$767,534 \$767,534 \$61,882

BOARD OF APPEALS - PAYROLL \$0 \$0 \$0 \$0

BOARD OF APPEALS - EXPENSES \$0 \$0 \$0 \$0

SUBTOTAL - COMMUNITY & DEVELOPMENT \$0 \$0 \$0 \$0

TOTAL - GENERAL GOVERNMENT \$1,458,015 \$1,556,831 \$1,556,831 \$98,816

FY2012

FY2011 FY2012 ADVISORY CHANGE

PUBLIC SAFETY APPROPRIATION REQUEST RECOMMENDS FROM FY11

POLICE - PAYROLL \$2,501,549 \$2,460,884 \$2,460,884 -\$40,665

POLICE - EXPENSES \$227,137 \$222,037 \$222,037 -\$5,100

POLICE - NEXTEL EXPENSES \$11,500 \$11,500 \$11,500 \$0

FIRE DEPARTMENT - PAYROLL \$2,080,844 \$2,067,114 \$2,067,114 -\$13,730

FIRE DEPARTMENT - EXPENSES \$233,050 \$246,611 \$246,611 \$13,561

EMERGENCY MANAGEMENT - EXPENSES \$2,100 \$2,100 \$2,100 \$0

ANIMAL CONTROL - PAYROLL \$15,735 \$14,112 \$14,112 -\$1,623

ANIMAL CONTROL - EXPENSES \$3,743 \$3,743 \$3,743 \$0

EMERGENCY COMMUNICATIONS - PAYROLL \$496,625 \$496,616 \$496,616 -\$9
 EMERGENCY COMMUNICATIONS - EXPENSES \$54,910 \$54,910 \$54,910 \$0
TOTAL - PUBLIC SAFETY \$5,627,193 \$5,579,627 \$5,579,627 (\$47,566)
EDUCATION
 HANOVER PUBLIC SCHOOLS - ALL EXPENSES \$23,132,796 \$23,232,796 \$23,232,796 \$100,000
 NORTH RIVER COLLABORATIVE - MEDICAID PROCESSIN \$7,500 \$7,500 \$7,500 \$0
 PEG ACCESS COMMITTEE - PAYROLL \$70,000 \$59,448 \$59,448 D -\$10,552
 PEG ACCESS COMMITTEE - EXPENSES \$32,000 \$35,900 \$35,900 E \$3,900
 SOUTH SHORE REGIONAL SCHOOL - ASSESSMENT \$794,793 \$808,971 \$808,971 \$14,178
TOTAL - EDUCATION \$24,037,089 \$24,144,615 \$24,144,615 \$107,526

Budget View with Line Items

PUBLIC WORKS & FACILITIES

ADMINISTRATION - PAYROLL \$171,500 \$171,500 \$171,500 \$0
 ADMINISTRATION - EXPENSES \$18,000 \$17,775 \$17,775 -\$225
 HIGHWAY - PAYROLL \$356,500 \$356,500 \$356,500 \$0
 HIGHWAY - EXPENSES \$145,000 \$145,000 \$145,000 \$0
 PUBLIC GROUNDS - PAYROLL \$176,300 \$283,500 \$283,500 G \$107,200
 PUBLIC GROUNDS - EXPENSES \$43,200 \$57,300 \$57,300 H \$14,100
 TRANSFER STATION - PAYROLL \$202,500 \$204,550 \$204,550 \$2,050
 TRANSFER STATION - EXPENSES \$764,500 \$756,000 \$756,000 -\$8,500
 CEMETERY - PAYROLL \$106,500 \$0 \$0 -\$106,500
 CEMETERY - EXPENSES \$14,800 \$0 \$0 -\$14,800
 PARK & RECREATION - PAYROLL \$40,932 \$40,932 \$40,932 \$0
 CENTRALIZED FACILITIES - SALARIES \$137,920 \$137,920
 CENTRALIZED FACILITIES - MAINTENANCE \$85,000 \$85,000
TOTAL - PUBLIC WORKS \$2,039,732 \$2,255,977 \$2,255,977 -\$6,675
 ICE & SNOW REMOVAL - PAYROLL \$73,000 \$73,000 \$73,000 \$0
 ICE & SNOW REMOVAL - EXPENSES \$307,000 \$307,000 \$307,000 \$0
TOTAL - SNOW & ICE \$380,000 \$380,000 \$380,000 \$0
ENGINEER MANAGER \$80,000 \$93,000 \$93,000 \$13,000
 TOWN HALL - EXPENSES \$110,910 \$110,910 \$110,910 \$0
 ALTERNATIVE ENERGY PROJECT - EXPENSES \$0 \$0 \$0 \$0
 ANNUAL TOWN BONFIRE - EXPENSES \$0 \$0 \$0 \$0
 STREET LIGHTING - EXPENSES \$61,320 \$61,320 \$61,320 \$0
 TOWN GAS PUMP - EXPENSES \$266,700 \$262,200 \$262,200 M -\$4,500
TOTAL - PUBLIC FACILITIES \$438,930 \$434,430 \$434,430 -\$4,500
 FY2012

FY2011 FY2012 ADVISORY CHANGE

COMMUNITY SERVICES APPROPRIATION REQUEST RECOMMENDS FROM FY11
 DEPARTMENT OF MUNICIPAL INSPECTIONS - PAYROLL \$532,938 \$492,986 \$492,986 K -\$39,952
 DEPARTMENT OF MUNICIPAL INSPECTIONS - EXPENSES \$38,400 \$46,057 \$46,057 L \$7,657
 VISITING NURSE - PAYROLL \$94,452 \$94,452 \$94,452 \$0
 VISITING NURSE - EXPENSES \$1,500 \$1,500 \$1,500 \$0
 COUNCIL FOR AGING - PAYROLL \$148,382 \$130,569 \$130,569 -\$17,813
 COUNCIL FOR AGING - EXPENSES \$61,285 \$61,285 \$61,285 \$0
 VETERANS' SERVICES - PAYROLL \$11,700 \$15,034 \$15,034 \$3,334
 VETERANS' SERVICES - EXPENSES \$7,891 \$4,557 \$4,557 -\$3,334
 VETERANS' BENEFITS - EXPENSES \$53,000 \$55,000 \$55,000 \$2,000
 JOHN CURTIS FREE LIBRARY - PAYROLL \$342,606 \$315,071 \$315,071 -\$27,535
 JOHN CURTIS FREE LIBRARY - EXPENSES \$178,207 \$193,256 \$193,256 \$15,049
 CPC - SALARIES \$25,000 \$25,000 N
 CPC - EXPENSES \$20,564 \$20,564 O
TOTAL - COMMUNITY SERVICES \$1,470,361 \$1,455,331 \$1,455,331 (\$12,486)

Budget View with Line Items

DEBT SERVICE - TOWN & SCHOOL

NONEXEMPT (Subject to Proposition 2 1/2 Tax Cap)

1998 GENERAL PURPOSE BOND - PRINCIPAL \$15,600 \$15,400 \$15,400 -\$200
 1998 GENERAL PURPOSE BOND - INTEREST \$2,171 \$1,488 \$1,488 -\$683
 2000 GENERAL PURPOSE BOND - PRINCIPAL \$130,100 \$120,000 \$120,000 -\$10,100
 2000 GENERAL PURPOSE BOND - INTEREST \$27,368 \$20,100 \$20,100 -\$7,268
 2000 WPAT BOND - PRINCIPAL \$10,872 \$10,872 \$10,872 J \$0
 2002 GENERAL PURPOSE BOND - PRINCIPAL \$90,000 \$40,000 \$40,000 -\$50,000
 2002 GENERAL PURPOSE BOND - INTEREST \$4,925 \$1,550 \$1,550 -\$3,375
 2004 GENERAL PURPOSE BOND - PRINCIPAL \$20,000 \$15,000 \$15,000 -\$5,000
 2004 GENERAL PURPOSE BOND - INTEREST \$4,634 \$3,758 \$3,758 -\$876
 2006 GENERAL PURPOSE BOND - PRINCIPAL \$160,000 \$160,000 \$160,000 \$0
 2006 GENERAL PURPOSE BOND - INTEREST \$27,200 \$20,800 \$20,800 -\$6,400
 2008 GENERAL PURPOSE BOND - PRINCIPAL \$310,000 \$375,000 \$375,000 C,P \$65,000
 2008 GENERAL PURPOSE BOND - INTEREST \$69,984 \$104,889 \$104,889 C,P \$34,905
 2009 GENERAL PURPOSE BOND - PRINCIPAL \$70,000 \$70,000 P
 2009 GENERAL PURPOSE BOND - INTEREST \$32,950 \$32,950 P
 TEMPORARY LOANS - INTEREST \$32,000 \$83,875 \$83,875 C \$51,875
 LONG TERM INTEREST EXPENSE \$2,500 \$97,500 \$97,500 C \$95,000
 BOND / NOTE ISSUE - EXPENSE \$5,000 \$0 \$0 -\$5,000
SUBTOTAL - NONEXEMPT DEBT SERVICE \$912,354 \$1,173,182 \$1,173,182 \$157,878

FY2012

DEBT SERVICE - TOWN & SCHOOL FY2011 FY2012 ADVISORY CHANGE

EXEMPT (Not Subject to Proposition 2½ Tax Cap) APPROPRIATION REQUEST RECOMMENDS FROM FY11

1998 DEBT EXCLUSION/POLICE STATION - PRINCIPAL \$165,500 \$165,000 \$165,000 -\$500
 1998 DEBT EXCLUSION/POLICE STATION - INTEREST \$36,926 \$27,320 \$27,320 -\$9,606
 2001 DEBT EXCLUSION/SCHOOL PROJECTS - PRINCIPAL \$722,500 \$819,600 \$819,600 \$97,100
 2001 DEBT EXCLUSION/SCHOOL PROJECTS - INTEREST \$367,474 \$275,442 \$275,442 -\$92,032
 2001 DEBT EXCLUSION/LIBRARY PROJECT - PRINCIPAL \$130,000 \$140,000 \$140,000 \$10,000
 2001 DEBT EXCLUSION/LIBRARY PROJECT - INTEREST \$46,033 \$32,900 \$32,900 -\$13,133
 DEBT EXCLUSION/SENIOR CENTER - PRINCIPAL \$105,000 \$105,000 \$105,000 \$0
 DEBT EXCLUSION/SENIOR CENTER - INTEREST \$114,958 \$111,808 \$111,808 -\$3,150
 DEBT EXCLUSION/HIGH SCHOOL - PRINCIPAL \$545,000 \$570,000 \$570,000 \$25,000
 DEBT EXCLUSION/HIGH SCHOOL - INTEREST \$613,173 \$596,820 \$596,820 -\$16,353
 TEMPORARY LOANS - INTEREST \$261,450 \$261,450
 LONG TERM INTEREST EXPENSE \$373,500 \$373,500
 BOND/NOTE ISSUANCE EXPENSE \$80,000 \$85,000 \$85,000 \$5,000
SUBTOTAL - EXEMPT DEBT SERVICE \$2,926,564 \$3,563,840 \$3,563,840 \$2,326
TOTAL - DEBT SERVICE \$3,838,918 \$4,737,022 \$4,737,022 \$160,204

EMPLOYEE BENEFITS - TOWN & SCHOOL

MEDICARE - EXPENSES \$395,000 \$410,000 \$410,000 F,M \$15,000
 COUNTY RETIREMENT FUND - ASSESSMENT \$2,097,087 \$2,061,153 \$2,061,153 F,M -\$35,934
 WORKERS' COMPENSATION - ASSESSMENT \$175,833 \$175,833 \$175,833 F,M \$0
 UNEMPLOYMENT COMPENSATION - EXPENSES \$139,970 \$250,000 \$250,000 \$110,030
 GROUP HEALTH INSURANCE - EXPENSES \$2,895,679 \$3,098,377 \$3,098,377 F,I,M \$202,698
 GROUP LIFE INSURANCE - EXPENSES \$14,900 \$14,900 \$14,900 M \$0
 EMPLOYEE TRAINING - EXPENSES \$6,000 \$6,000 \$6,000 \$0
 EMPLOYEE MEDICAL - EXPENSES \$52,945 \$52,945 \$52,945 \$0
TOTAL - EMPLOYEE BENEFITS \$5,777,414 \$6,069,208 \$6,069,208 \$291,794

Budget View with Line Items

UNCLASSIFIED

PROPERTY & LIABILITY INS. - TOWN & SCHOOL \$263,500 \$263,500 \$263,500 M \$0
 COUNTY AID TO AGRICULTURE \$0 \$0 \$0 \$0
TOTAL-UNCLASSIFIED \$263,500 \$263,500 \$263,500 \$0
TOTAL - ALL GENERAL FUND ACTIVITIES \$45,411,152 \$46,969,541 \$46,969,541 \$600,113

RESERVE FUND

ADVISORY COMMITTEE - TRANSFERS \$190,000 \$190,000 \$190,000 \$0
COMBINED TOTAL - GENERAL & RESERVE FUNDS \$45,601,152 \$47,159,541 \$47,159,541 \$600,113
 FY2012

FY2011 FY2012 ADVISORY CHANGE

SOURCES OF FUNDS APPROPRIATION REQUEST RECOMMENDS FROM FY11

RAISE AND APPROPRIATE \$43,010,459 44,342,385 44,342,385 \$1,331,926
 TRANSFER FROM AMBULANCE RECEIPTS RESERVED \$375,000 \$375,000 \$375,000 \$0
 TRANSFER FROM AMBULANCE RECEIPTS RESERVED \$88,050 \$88,050 \$88,050 \$0
 TRANSFER FROM AMBULANCE RECEIPTS RESERVED \$45,000 \$65,275 \$65,275 \$20,275
 TRANSFER FROM PEG ACCESS RECEIPTS RESERVED \$3,263 \$59,448 \$59,448 \$56,185
 TRANSFER FROM PEG ACCESS RECEIPTS RESERVED \$7,000 \$35,900 \$35,900 \$28,900
 TRANSFER FROM PEG ACCESS RECEIPTS RESERVED \$8,781 \$8,781
 TRANSFER FROM CEMETERY GRAVES & FOUNDATIONS \$65,000 \$65,000 \$65,000 \$0
 TRANSFER FROM CEMETERY PERPETUAL CARE \$10,000 \$10,000 \$10,000 \$0
 APPROPRIATE FROM UNDESIGNATED FUND BALANCE \$1,598,827 \$1,327,366 \$1,327,366 -\$271,461
 TRANSFER FROM RECREATION REVOLVING FUND \$40,932
 TRANSFER FROM SEPTIC BETTERMENT FUND \$10,872 \$10,872 \$10,872 \$0
 TRANSFER FROM WETLANDS PROTECTION \$9,000 \$9,000 \$9,000 \$0
 TRANSFER FROM WETLANDS PROTECTION \$1,000 \$1,000 \$1,000 \$0
 TRANSFER FROM WATER ENTERPRISE FUND \$336,749 \$358,416 \$358,416 \$21,667
 TRANSFER FROM COMMUNITY PRESERVATION FUND \$45,564 \$45,564
 TRANSFER FROM COMMUNITY PRESERVATION FUND \$2,803 \$2,803
 TRANSFER FROM COMMUNITY PRESERVATION FUND \$354,681 \$354,681
GRAND TOTAL - SOURCES OF FUNDS \$45,601,152 \$47,159,541 \$47,159,541 \$1,187,492
SURPLUS / (DEFICIT) \$0 \$0 \$0

RECOMMENDED APPROPRIATIONS OF AVAILABLE FUNDS:

- (A) the Advisory Committee recommends that \$375,000 from the Ambulance Receipts Reserved from Appropriation Account be appropriated to Fire Department Salaries
- (B) the Advisory Committee recommends that \$88,050 from the Ambulance Receipts Reserved from Appropriation Account be appropriated to Fire Department expenses
- (C) the Advisory Committee recommends that \$65,275 from the Ambulance Receipts Reserved from Appropriation Account be appropriated to Debt Service
- (D) the Advisory Committee recommends that \$59,448 from the PEG Access Receipts Reserved from Appropriation Account be appropriated to PEG Access Salaries
- (E) the Advisory Committee recommends that \$35,900 from the PEG Access Receipts Reserved from Appropriation Account be appropriated to PEG Access Expenses
- (F) the Advisory Committee recommends that \$8,781 from the PEG Access Receipts Res from Appr Account be appropriated to the operating budget for indirect costs
- (G) the Advisory Committee recommends that \$65,000 from the Cemetery Graves and Foundations Account be appropriated to Cemetery Payroll
- (H) the Advisory Committee recommends that \$10,000 from the Cemetery Perpetual Care Interest Fund be appropriated to Cemetery Expenses
- (I) the Advisory Committee recommends that \$1,327,366 from the Undesignated Fund Balance be appropriated to Group Health Insurance Expenses
- (J) the Advisory Committee recommends that \$10,872 from the Septic Betterment Account be appropriated to WPAT Bond
- (K) the Advisory Committee recommends that \$9,000 from the Wetlands Protection Fund be appropriated to Community Services Payroll
- (L) the Advisory Committee recommends that \$1,000 from the Wetlands Protection Fund be appropriated to Community Services Expenses
- (M) the Advisory Committee recommends that \$358,416 from the Water Enterprise Fund be appropriated to the operating Budget for Indirect costs
- (N) the Advisory Committee recommends that \$45,564 from the Community Preservation Fund Fund be appropriated to CPC Administrative Expenses

(O) the Advisory Committee recommends that \$2,803 from the Community Preservation Fund Fund be appropriated to the operating budget for indirect costs

(P) the Advisory Committee recommends that \$354,681 from the Community Preservation Fund Fund be appropriated to CPC Debt Service

Budget Overview

Proposed

Description FY 10 Approp FY 11 Budget FY 12 Budget

Expenses

Operating Budgets

General Government \$ 1,563,284 \$ 1,406,525 \$ 1,332,931 \$ (73,594) -5.23%
Public Safety 6,069,574 5,627,193 5,579,627 \$ (47,566) -0.85%
Public Works & Facilities 2,877,996 2,827,752 3,163,407 \$ 335,655 11.87%
Community Services 873,390 1,470,361 1,455,331 \$ (15,030) -1.02%
Education 24,045,681 24,037,089 24,144,615 \$ 107,526 0.45%
Townwide Expenses 5,141,121 5,777,414 6,746,608 \$ 969,194 16.78%
Undistributed Ins. & Reserve Fund 487,125 615,900 0 \$ (615,900) -100.00%
Debt Service 4,427,618 3,838,918 4,737,022 \$ 898,104 23.39%
Operating Budget Total \$ 45,485,789 \$ 45,601,152 \$ 47,159,541 \$ 1,558,389 3.42%

Capital Budget

Town (no water) 261,000 96,000 566,838 \$ 470,838 490.46%
Capital Budget Total 261,000 96,000 566,838 \$ 470,838 490.46%
Water Operating Budget 3,386,275 3,197,363 3,038,105 \$ (159,258) -4.98%
Articles-Routine 0 15,239 0
Sick Leave Buyback 299,000 299,000 \$ - 0.00%
Article 52 9,000 0
Gis Software 16,544 0
Article-Fund PEG access 167,746
Article-MTBE 505,437

Stabilization Fund (school) 120,000

Total Town Meeting Approp 3,386,275 3,537,146 4,130,288 \$ 593,142 16.77%

Overlay for Abatements 254,327 443,252 250,000 \$ (193,252) -43.60%

Charges: State & County 542,071 522,567 545,062 \$ 22,495 4.30%

State Aid - Offsets (Lunch & Lib'y) 28,377 25,686 27,254 \$ 1,568 6.10%

Total Expenses 49,957,839 50,225,803 52,678,983 \$ 2,453,180 4.88%

Sources of Funding (Summary)

Property Tax 32,012,253 32,414,355 34,337,183 \$ 1,922,828 5.93%
State Revenue 8,889,010 8,810,552 8,370,411 \$ (440,141) -5.00%
Local Receipts 3,580,415 3,114,747 2,843,994 \$ (270,753) -8.69%
Available Funds 2,502,678 2,718,476 4,177,177 \$ 1,458,701 53.66%
Sub-Total Sources of Funding 46,984,356 47,058,130 49,728,764 \$ 2,670,634 5.68%

Water Revenue, Direct 3,386,275 3,197,363 3,038,105 \$ (159,258) -4.98%

Sub-Total 3,386,275 3,197,363 3,038,105 \$ (159,258) -4.98%

Total Revenue 50,370,631 50,255,493 52,766,869 \$ 2,511,376 5.00%

Over/(Under) 412,792 29,690 87,887 \$ 58,197

Tax Levy

Base 28,494,171 29,562,314 30,841,185 \$ 1,278,871
x2.5% 712,354 739,058 771,030 \$ 31,972
Growth 355,789 539,813 250,000 \$ (289,813)
Overrides 0 0 0
Capital Exclusions
Debt Exclusions - Form DE-1 3,385,413 2,932,798 2,843,893 \$ (88,905)
Less: Free Cash/SBAB - School Debt -935,474 -888,381 -888,381 \$ -
Exempt short term interest 0 -2,584 261,450 \$ 264,034
Estimated Exempt Long Term Interest 0 0 373,500 \$ 373,500
Premium -468,663 -200,494 \$ 268,169
Bond Issuance Costs 85,000 \$ 85,000
Total Est. Tax Levy 32,012,253 32,414,355 34,337,183 \$ 1,922,828 5.93%

Budget Overview

Proposed

Description FY 10 Approp FY 11 Budget FY 12 Budget

State Revenue

School Aid (Ed Reform) 5,884,555 5,935,651 5,638,868 \$ (296,783) -5.00%
Sch. Transportation 0 0 0
Sch. Const. Reimbursement 935,474 888,381 888,381 \$ - 0.00%
Charter School Assessment Reimb 77,798 64,011 58,890 \$ (5,121) -8.00%
Charter School Capital Fac Reimb 0
Medicaid Reimbursements 28,377 0 0
School Lunch 16,230 13,667 14,631 \$ 964 7.05%
Sub-Total Education 6,942,434 6,901,710 6,600,771 \$ (300,939) -4.36%

General Government

Unrestricted Gov't Aid 1,866,403 1,791,747 1,648,407 \$ (143,340) -8.00%
Quinn Bill Reimbursement 21,358 11,057 9,951 \$ (1,106)
Veterans' Benefits 26,477 38,355 40,620 \$ 2,265 5.91%
Exemptions Vets/Blind/Etc, Elderly 14,074 49,355 52,108 \$ 2,753
State Owned Land 6,117 6,309 5,930 \$ (379) -6.00%
Public Libraries 12,147 12,019 12,623 \$ 604 5.03%
0 0 0 \$ -

Subtotal General Government 1,946,576 1,908,842 1,769,640 \$ (139,202) -7.29%

Total State Revenue 8,889,010 8,810,552 8,370,411 \$ (440,141) -5.00%

Local Revenue

Motor Vehicle Excise 1,816,483 1,575,000 1,575,000 \$ - 0.00%
Other Excise: Boat, etc. 922 1,000 1,000 \$ - 0.00%
Penalties & Interest 187,440 90,000 90,000 \$ - 0.00%
Payments in Lieu 233,453 100,000 100,000 \$ - 0.00%
Fees 678,180 450,000 450,000 \$ - 0.00%
Rentals 28,825 27,500 27,500 \$ - 0.00%
Licenses & Permits 419,004 300,000 300,000 \$ - 0.00%
Fines & Forfeits 114,150 50,000 50,000 \$ - 0.00%
Interest Earnings 79,891 50,000 50,000 \$ - 0.00%
Misc. 0 0 0 \$ -
Misc. non-recurring 22,067 471,247 200,494 \$ (270,753) -57.45%

Sub-Total Local Revenue 3,580,415 3,114,747 2,843,994 \$ (270,753) -8.69%

Available Funds

Free Cash 1,507,154 1,710,066 2,394,387 \$ 684,321 40.02%

Overlay Surplus 0 0 0 \$ -

Stabilization Fund 0 0 0 \$ -

Other : \$ -

Water Overhead 333,893 336,749 358,416 \$ 21,667 6.43%

Cemetery Perpetual Care 10,000 10,000 10,000 \$ - 0.00%

Sale Of Lots & Graves Trust 65,000 65,000 65,000 \$ - 0.00%

Wetland Protection Fund 10,000 10,000 10,000 \$ - 0.00%

Waterway Imp. Fund 6,631 0 0 \$ -

Receipts reserved for App PEG access 104,129 \$ 104,129

GIS Software 0 16,544 0 \$ (16,544) -100.00%

Recreation Revolving 40,932 0 \$ (40,932)

Ambulance Receipts Reserved 570,000 518,313 821,325 \$ 303,012 58.46%

MWPAT Loan 0 10,872 10,872 \$ - 0.00%

CPC Admin 45,564 \$ 45,564

CPC overhead 2,803 \$ 2,803

CPA Debt Service 222,931 \$ 222,931

CPA Short Term Interest 54,250 \$ 54,250

CPA est long term interest 77,500 \$ 77,500

Sub-Total Available Funds 2,502,678 2,718,476 4,177,177 \$ 1,458,701 53.66%

Budget Overview

Proposed

Description FY 10 Approp FY 11 Budget FY 12 Budget

EXPENSES

General Government

Town Manager

Salaries 291,821 297,984 255,752 \$ (42,232) -14.17%

Expenses 14,280 11,450 31,450 \$ 20,000 174.67%

Total 306,101 309,434 287,202 \$ (22,232) -7.18%

Advisory Committee

Salaries 3,738 3,813 0 \$ (3,813) -100.00%

Expenses 234 159 \$ (159) -100.00%

Total 3,972 3,972 0 \$ (3,972) -100.00%

Capital Improvement Committee

Salaries 1,901 1,939 0 \$ (1,939) -100.00%

Expenses 45 0 \$ -

Total 1,946 1,939 0 \$ (1,939) -100.00%

Legal Services

Expenses 134,900 0 \$ -

Total 134,900 0 0 \$ -

Central Computer

Salaries 81,262 83,287 0 \$ (83,287) -100.00%

Expenses 41,306 36,305 0 \$ (36,305) -100.00%

Total 122,568 119,592 0 \$ (119,592) -100.00%

Audit Services

Expenses 27,500 0 \$ -

Total 27,500 0 0 \$ -

Town Clerk

Salaries 89,877 92,421 144,984 \$ 52,563

Expenses 4,445 4,445 37,449 \$ 33,004 742.50%

Total 94,322 96,866 182,433 \$ 85,567 88.34%

Elections & Town Meeting

Salaries 21,100 27,300 0 \$ (27,300) -100.00%

Expenses 22,870 25,560 0 \$ (25,560) -100.00%

Total 43,970 52,860 0 \$ (52,860) -100.00%

Registrar

Salaries 25,356 25,356 0 \$ (25,356) -100.00%

Expenses 7,444 7,444 0 \$ (7,444) -100.00%

Total 32,800 32,800 0 \$ (32,800) -100.00%

Finance Department

Salaries 273,978 419,406 699,572 \$ 280,166 66.80%

Expenses 26,735 79,178 163,724 \$ 84,546 106.78%

Total 300,713 498,584 863,296 \$ 364,712 73.15%

Board of Assessors

Salaries 134,165 141,506 0 \$ (141,506) -100.00%

Expenses 45,054 38,062 0 \$ (38,062) -100.00%

Total 179,219 179,568 0 \$ (179,568) -100.00%

Town Collector

Salaries 140,428 0 0 \$ -

Expenses 52,443 0 0 \$ -

Total 192,871 0 0 \$ -

Board of Appeals

Salaries 10,092 0 0 \$ -

Expenses 1,400 0 0 \$ -

Total 11,492 0 0 \$ -

Town Hall Expenses

Expenses 110,910 110,910 0 \$ (110,910)

0 0 0 \$ -

Total 110,910 110,910 0 \$ (110,910)

General Government Totals

Salaries 1,184,628 1,093,012 1,100,308 \$ 7,296 0.67%

Expenses 378,656 313,513 232,623 \$ (80,890) -25.80%

Subtotal General Gov't 1,563,284 1,406,525 1,332,931 \$ (73,594) -5.23%

Budget Overview

Proposed

Description FY 10 Approp FY 11 Budget FY 12 Budget

Public Safety

Police

Salaries 2,429,610 2,501,549 2,460,884 \$ (40,665) -1.63%
Expenses 227,137 227,137 222,037 \$ (5,100) -2.25%
Total 2,656,747 2,728,686 2,682,921 \$ (45,765) -1.68%
Fire, Rescue & EMS
Salaries 2,031,200 2,080,844 2,067,114 \$ (13,730) -0.66%
Expenses 233,050 233,050 246,611 \$ 13,561 5.82%
Total 2,264,250 2,313,894 2,313,725 \$ (169) -0.01%
DMI
Salaries 515,338 0 0 \$ -
Expenses 44,650 0 0 \$ -
Total 559,988 0 0 \$ -
Animal Control
Salaries 19,674 15,735 14,112 \$ (1,623)
Expenses 3,743 3,743 3,743 \$ - 0.00%
Total 23,417 19,478 17,855 \$ (1,623) -8.33%
Emergency Communications
Salaries 495,647 496,625 496,616 \$ (9) 0.00%
Expenses 55,925 54,910 54,910 \$ - 0.00%
Total 551,572 551,535 551,526 \$ (9) 0.00%
Emergency Management
Expenses 2,100 2,100 2,100 \$ - 0.00%
Total 2,100 2,100 2,100 \$ - 0.00%
Nextel
Expenses 11,500 11,500 11,500 \$ - 0.00%
Total
Public Safety Totals
Salaries 5,491,469 5,094,753 5,038,726 \$ (56,027) -1.10%
Expenses 578,105 532,440 540,901 \$ 8,461 1.59%
Subtotal Public Safety 6,069,574 5,627,193 5,579,627 \$ (47,566) -0.85%
Public Works & Facilities
Administration
Salaries 171,860 171,500 171,500 \$ - 0.00%
Expenses 18,340 18,000 17,775 \$ (225) -1.25%
Total 190,200 189,500 189,275 \$ (225) -0.12%
Highway
Salaries 367,000 356,500 356,500 \$ - 0.00%
Expenses 145,000 145,000 145,000 \$ - 0.00%
Total 512,000 501,500 501,500 \$ - 0.00%
Snow & Ice
Salaries 73,000 73,000 73,000 \$ - 0.00%
Expenses 307,000 307,000 307,000 \$ - 0.00%
Total 380,000 380,000 380,000 \$ - 0.00%
Street Lights
Expenses 61,320 61,320 61,320 \$ - 0.00%
Total 61,320 61,320 61,320 \$ - 0.00%
Transfer Station
Salaries 195,400 202,500 204,550 \$ 2,050 1.01%
Expenses 900,000 764,500 756,000 \$ (8,500) -1.11%
Total 1,095,400 967,000 960,550 \$ (6,450) -0.67%
Central Fuel Depot
Expenses 266,700 266,700 262,200 \$ (4,500) -1.69%
Total 266,700 266,700 262,200 \$ (4,500) -1.69%
Cemetery
Salaries 104,135 106,500 0 \$ (106,500) *
Expenses 17,160 14,800 0 \$ (14,800) -100.00%
Total 121,295 121,300 0 \$ (121,300) -100.00%
Public Grounds
Salaries 162,500 176,300 283,500 \$ 107,200
Expenses 47,600 43,200 57,300 \$ 14,100
Total 340,800 \$ 340,800
Park & Recreation
Salaries 40,981 40,932 40,932 \$ - 0.00%
Total 40,981 40,932 40,932 \$ - 0.00%
Centralized Facilities \$ -
Salaries (includes Engineer/Manager) 80,000 230,920
Town Hall Expenses 110,910 \$ 110,910
Maintenance 85,000 \$ 85,000
Total 80,000 426,830
Public Works & Facilities
Salaries 1,114,876 1,207,232 1,360,902 \$ 153,670 12.73%
Expenses 1,763,120 1,620,520 1,802,505 \$ 181,985 11.23%
Subtotal Public Works 2,877,996 2,827,752 3,163,407 \$ 335,655 11.87%
Budget Overview
Proposed
Description FY 10 Approp FY 11 Budget FY 12 Budget
Community Social Services
Visiting Nurse
Salaries 94,452 94,452 94,452 \$ -
Expenses 1,500 1,500 1,500 \$ - 0.00%
Total 95,952 95,952 95,952 \$ - 0.00%
Council on Aging
Salaries 147,744 148,382 130,569 \$ (17,813)
Expenses 36,773 61,285 61,285 \$ - 0.00%
Total 184,517 209,667 191,854 \$ (17,813) -8.50%
Veterans Services
Salaries 16,700 11,700 15,034 \$ 3,334
Expenses 2,891 7,891 4,557 \$ (3,334) -42.25%
Benefits 53,000 53,000 55,000 \$ 2,000 3.77%
Total 72,591 72,591 74,591 \$ 2,000 2.76%
John Curtis Free Library
Salaries 336,404 342,606 315,071 \$ (27,535) -8.04%

Expenses 183,926 178,207 193,256 \$ 15,049 8.44%
Total 520,330 520,813 508,327 \$ (12,486) -2.40%
CPC
Salaries 25,000 \$ 25,000
Expenses 20,564 \$ 20,564
DMI
Salaries 532,938 492,986 \$ (39,952) -7.50%
Expenses 38,400 46,057 \$ 7,657 19.94%
Total 571,338 539,043 \$ (32,295) -5.65%
Community Services
Salaries 595,300 1,130,078 1,073,112 \$ (56,966) -5.04%
Expenses 278,090 340,283 382,219 \$ 41,936 12.32%
Subtotal Community Services 873,390 1,470,361 1,455,331 \$ (15,030) -1.02%

Education

Hanover Public Schools
Salaries & Expenses 23,132,796 23,132,796 23,232,796 \$ 100,000 0.43%
North River Collaborative 7,500 7,500 7,500 \$ - 0.00%
Peg Access Salaries 70,000 70,000 59,448 \$ (10,552) -15.07%
Peg Access Expenses 32,000 32,000 35,900 \$ 3,900 12.19%
South Shore Regional School 803,385 794,793 808,971 \$ 14,178 1.78%

Education

Salaries & Expenses 24,045,681 24,037,089 24,144,615 \$ 107,526 0.45%
Total Education 24,045,681 24,037,089 24,144,615 \$ 107,526 0.45%

Budget Overview

Proposed

Description FY 10 Approp FY 11 Budget FY 12 Budget

Townwide Expenses

Workers Compensation Insurance 175,833 175,833 175,833 \$ - 0.00%
Medicare/Social Security 387,816 395,000 410,000 \$ 15,000 3.80%
Unemployment Insurance 139,970 139,970 250,000 \$ 110,030 78.61%
Plymouth County Retirement 1,812,398 2,097,087 2,061,153 \$ (35,934) -1.71%
Group Health Insurance 2,551,259 2,895,679 3,098,377 \$ 202,698 7.00%
Group Life Insurance 14,900 14,900 14,900 \$ - 0.00%
Employee Training Expenses 6,000 6,000 6,000 \$ - 0.00%
Employee Medical Expenses 52,945 52,945 52,945 \$ - 0.00%
Property & Liability 0 0 263,500 \$ 263,500
County Aid to Agriculture 0 0 0 \$ -
Reserve Fund 0 0 190,000 \$ 190,000 100.00%
Legal 0 134,900 \$ 134,900 100.00%
Audit 0 39,000 \$ 39,000 100.00%
Software Maintenance Fee 50,000 \$ 50,000 100.00%
Total Townwide Expenses 5,141,121 5,777,414 6,746,608 \$ 969,194 16.78%

Insurance, Legal & Audit

Property & Liability 337,000 263,500 0 \$ (263,500) -100.00%
County Aid to Agriculture 125 0 0 \$ -
Reserve Fund 150,000 190,000 0 \$ (190,000) -100.00%
Legal 134,900 0 \$ (134,900)
Audit 27,500 0 \$ (27,500)
Software Maintenance Fee 0 \$ -
Total Insurance 487,125 615,900 0 \$ (615,900) -100.00%

Debt Service (non-water)

Principal 2,725,872 2,404,572 2,605,872 \$ 201,300 8.37%
Interest - Long-term 1,609,246 1,314,846 1,229,825 \$ (85,021) -6.47%
Interest - Short-term & Bond Costs 92,500 119,500 430,325 \$ 310,825 260.10%
Interest - Long-term Estimated 471,000 \$ 471,000
Total Debt Service Costs 4,427,618 3,838,918 4,737,022 \$ 898,104 23.39%

Town of Hanover

5 Year Capital Program and Budget

Description Dept FY 11 FY 12 FY 12 FY 13 FY 14 FY 15 FY 16 FY 17

Actual Request Proposed Program Program Program Program Program

CAPITAL PROGRAM & BUDGET

CAPITAL CAPITAL

CAPITAL PROGRAM & BUDGET SUMMARY: BUDGET BUDGET

General Government 350,000 75,000 75,000 0 0 0 0
Public Safety 520,000 537,338 459,338 175,000 320,000 2,745,000 150,000 1,033,000
Community Services 0 0 0 75,000 0 0 0
Public Works 36,000 400,000 0 884,000 1,078,500 1,190,000 947,000 954,500
Water Department 0 0 0 120,000 335,000 550,000 760,000 430,000
Schools 0 1,420,000 32,500 1,518,212 885,249 826,895 551,588 148,247
Total Town Funded Capital Budget (Column F) 906,000 2,432,338 566,838 2,697,212 2,693,749 5,311,895 2,408,588 2,565,747

Funding Sources:

Borrowing 810,000
Free Cash 96,000 200,000 320,000
Ambulance Fund 283,000 283,000
Community Preservation Fund
Prior Articles

Total Funding Sources 906,000 483,000 603,000 0 0 0 0

General Government

Finance Software IT 350,000
Curtis School Demolition 75,000 75,000

Total General Government 350,000 75,000 0 0 0 0 0

Public Safety

Police Department

Replace 2 Marked Cruisers **PD** 60,000 66,000 33,000
Unmarked police cruiser **PD** 25,500 25,500
Utility Police Cruiser **PD** 57,438 57,438

Green Communities Grant for Utility Cruiser **PD** -24,600 -24,600

PD

PD

PD

Subtotal Police 60,000 124,338 91,338 0 0 0 0

Fire/Rescue Department

Rescue Pumper **FD** 460,000 0 0 0 0 0 0

Ambulance **FD** 175,000 185,000 0 0 0 120,000 0

(4) Cardiac monitors/ defibrillators **FD** 108,000 108,000 0 0 0 0 0

Concept Vehicle **FD** 0 175,000 0 0 0 0 0

Command Vehicle **FD** 0 0 0 45,000 50,000

Capital Budget

Description Dept FY 11 FY 12 FY 12 FY 13 FY 14 FY 15 FY 16 FY 17

Actual Request Proposed Program Program Program Program Program

Radios **FD** 0 0 70,000 0 0 0

Fire Sub-Station Plans **FD** 0 0 250,000 0 0 0

Fire Sub-Station Construction **FD** 0 0 0 2,500,000 0 0

SCBA **FD** 0 0 0 200,000 0 0

Thermal Imaging Cameras **FD** 0 0 0 0 30,000 0

Refurbish Headquarters **FD** 0 0 0 0 500,000

Subtotal Fire/Rescue 460,000 283,000 293,000 175,000 320,000 2,745,000 150,000 550,000

Emergency Management

Emergency Communications ECC

Radio and Equipment Console 130,000 75,000

Microwave Repeater System 483,000

Subtotal Other Pub Safety 0 130,000 75,000 0 0 0 483,000

Total Public Safety 520,000 537,338 459,338 175,000 320,000 2,745,000 150,000 1,033,000

Community Services

Van 75,000

Subtotal Community Services 0 0 0 0 75,000 0 0 0

Total Community Services 0 0 0 0 75,000 0 0 0

Department of Public Works

Paving Management **HWY** 400,000 400,000 400,000 400,000 400,000 400,000

Stormwater II **HWY** 0 0 75,000 75,000 75,000 75,000

Dam Inspections **HWY** 0 100,000 100,000 100,000 100,000 100,000

Transfer Station Equipment **HWY** 0 0 0 0 0

Ames Way Improvement **HWY** 0 0 0 135,000 0 50,000

Dump Truck 37,000 **HWY** 0 110,000 110,000 115,000 120,000 125,000

One Ton Dump Truck **HWY** 0 65,000 65,000 68,000 0 68,000

Superintendent Pick-up **HWY** 36,000 0 0 36,000 36,000 0 0

Sander **HWY** 0 17,000 17,500 36,000 37,000 38,000

Backhoe **HWY** 0 0 95,000 0 0 98,500

Sweeper **HWY** 0 0 0 225,000 0 0

Loader **HWY** 0 175,000 0 0 0 0

Trackless MT Tractor **HWY** 0 0 115,000 0 0 0

Trackless Mowing Deck **HWY** 0 17,000 0 0 0 0

Chipper **HWY** 0 0 40,000 0 0 0

Roller **HWY** 0 0 25,000 0 40,000 0

Cold Planer **HWY** 0 0 0 0 0 0

Vacuum Trailer **HWY** 0 0 0 0 75,000 0

Small Garbage Truck **LDF** 0 0 0 0 100,000 0

Total Department of Public Works 36,000 400,000 0 884,000 1,078,500 1,190,000 947,000 954,500

Water Department

Master Plan Update 0 0 0 50,000 0 0

Water Tank Rehabilitation 0 0 300,000 0 0 0

Generator Replacement - Pond Street 0 0 0 0 300,000 0

Water Supply Redundant Well - Beal 0 0 0 0 400,000

219 Winter Street Renovations 0 0 0 400,000 0 0

Water Main Improvements 0 0 0 400,000 0

Water Supervisor Pick-up 0 0 0 35,000 0 0

Capital Budget

Description Dept FY 11 FY 12 FY 12 FY 13 FY 14 FY 15 FY 16 FY 17

Actual Request Proposed Program Program Program Program

Water Foreman Service Van 0 0 0 30,000 0 0

Water Service Van 0 30,000 0 0 0 30,000

Treatment Plant Pick-up 0 0 35,000 0 0 0

Meter Reader 0 0 0 35,000 0

Crane Utility Truck 0 90,000 0 0 0 0

One-ton Dump Truck w/ compressor 0 0 0 0 60,000 0

Total Water 0 0 120,000 335,000 550,000 760,000 430,000

School Department

Special Needs Van **SCH** 32,500 32,500 50,000 75,000 39,000 40,000 40,000

Special Needs Van **SCH** 32,500 0 0 0 0

Computers (proposed and moved to school op budget) **SCH** 65,000 65,000 65,000 65,000 65,000 65,000

Intercom Center & Sylvester **SCH** 90,000

Clocks **SCH** 25,000

Smoke Doors Middle School **SCH** 35,000

Elevator Sylvester School **SCH** 590,000

Tile and Carpeting Middle School - four rooms **SCH** 80,000

Tile and Carpeting Middle School - dwstrs/common rms **SCH** 410,000

Paving Middle School **SCH** 60,000

Tractor **SCH** 0 55,000 0 0 0 0

Truck with Plow **SCH** 0 0 40,000 45,000 50,000 0

Electrical Panel Upgrade **SCH** 0 35,000

Smoke System Replacement **SCH** 0 24,000 24,000 24,000 24,000 24,000
 Water Heater - MS **SCH** 0 30,000 0 0 0 0
 Water Heater - CD **SCH** 0 0 18,000 0 0 0
 Auto Flushmometers & Faucets **SCH** 21,250 21,250 21,250 21,250 0
 Upgrade Key Systems **SCH** 0 15,000 10,000 0 0
 Abate & Tile Floors **SCH** 462,962 241,999 422,645 351,338 19,247
 Parking Improvements **SCH** 300,000 200,000 200,000 0 0
 Center Leaks - Windows **SCH** 15,000 0 0 0 0
 Replace Center School Roof **SCH** 400,000 0 0 0 0
 HVAC Upgrades **SCH** 70,000 150,000 0 0 0
 Playground Improvements **SCH** 25,000 0 0 0 0
Subtotal Schools 0 1,420,000 32,500 1,518,212 885,249 826,895 551,588 148,247

A PREVIEW OF MAJOR ISSUES TO COME NEXT YEAR ROADS

The Advisory Committee has asked that the \$8.5 million dollar road repair issue be resubmitted with the financial impact spread out over more years. That plan will be developed over the next few months for action at a future Town Meeting.

DEBT

Debt service will increase again next year as we finish borrowing the funds for construction on the new High School. This is an unavoidable issue that will be worked into the budget.

BUILDINGS

The study on the Town Buildings is being finalized and will be incorporated into next Year's Capital Improvement budget. It will be beneficial to everyone involved to finally have a centralized plan for all Town Buildings.

FINANCIAL BIG PICTURE

Town Meeting appropriates a budget of approximately \$50 million dollars annually. Up to another \$25 million dollars are administered or expended annually by the Town. A major goal for next year is to create a format for the Advisory Committee to consider the entire \$75 million dollars as they deliberate on the budget.__

TOWN OF HANOVER
BUILDING PERMIT FEES
Effective July 1, 2010

***FEE OF \$10.00 PER THOUSAND IS BASED ON CONSTRUCTION COSTS**
SQUARE FOOT
(\$50.00 PER UNIT INSPECTION FEE FOR MULTI-FAMILY)

***New Construction Estimate**

COMMERCIAL..... \$90.00 per square foot
INDUSTRIAL..... \$90.00 per square foot
RESIDENTIAL..... \$90.00 per square foot
MULTI-FAMILY (3 or more units).....\$90.00 per sq ft plus \$50.00 per unit
inspection fee

***Addition Estimate**

COMMERCIAL..... \$90.00 per square foot
INDUSTRIAL..... \$90.00 per square foot
RESIDENTIAL.....\$80.00 per square foot

***Alteration Estimate**

COMMERCIAL.....Contract Cost
INDUSTRIAL.....Contract Cost
RESIDENTIAL.....Contract Cost
GARAGE 1 CAR..... \$150.00
GARAGE 2 CAR..... \$300.00
*OPEN DECK, FARMER'S PORCH ESTIMATE.....\$40.00 per square foot
*SHEDS OVER 120 SQUARE FEET ESTIMATE.....\$35.00 per square foot
CERTIFICATE OF INSPECTION..... \$50.00
CHIMNEY..... \$65.00
CONSTRUCTION TRAILER..... \$50.00
DEMOLITION PERMIT ESTIMATE..... \$10.00 per \$1,000
MOBILE HOME (30 DAYS ONLY)..... \$50.00
OCCUPANCY PERMIT.....\$50.00
RELOCATE BUILDING ESTIMATE.....\$10.00 per \$1,000
*SIGNS..... \$5.00/sq.ft.
SITE INSPECTION..... \$75.00
(BUILDING, ELECTRIC & PLUMBING INSPECTIONS)
STOVES.....\$50.00
TEMPORARY OCCUPANCY PERMIT.....\$50.00
TEMPORARY SIGNS..... \$50.00 COM'L/IND---\$25.00
RES 1-2 FAMILY
_ TENTS.....\$50.00 COM'L/IND---\$10.00 RES
1-2 FAMILY
_ YARD SALES.....\$5.00
MECHANICAL FEE..... \$100.00
MINIMUM FEE.....\$50.00 COM'L/IND---\$25.00 RES
1-2 FAMILY
_ EXCEPT AS NOTED

PENALTY FOR DOING WORK WITHOUT A PERMIT* DOUBLE FEE***

TOWN OF HANOVER
ELECTRICAL PERMIT FEES
Effective July 1, 2011

COMMERCIAL, INDUSTRIAL & MERCANTILE- Includes building with 3 or more dwelling Occupancies

New Construction

First \$5,000 valuation	\$75.00
Each add'l \$1,000.	5.00
Maximum Fee.....	\$2,500.00

Remodeling & Additions

First Machine	50.00
All Other - Each	30.00
Air Conditioners.....	10.00 per ton/maximum \$150.00

Fixtures, Switches & Receptacles

First 5	50.00
6-29	70.00
30-100.....	130.00
Over 100 outlets	\$2.00 per outlet
Each add'l 100 outlets	50.00
Each 4' section of fluorescent fixture shall be considered one fixture.	
Electric Signs	75.00

Transformer

5 KVA or less.....	50.00
15 KVA	70.00
Over 15 KVA	90.00

Services

200 Amps or less	50.00
Each add'l 100 Amps or portion thereof	30.00
Each add'l meter and sub-main	30.00

Gas Stations

Gas Pumps - Each	75.00
Pole Lighting	20.00
Pole Lighting maximum	240.00
Canopy for Service Station (Prewired).....	100.00

Miscellaneous- Applies to both Residential & Commercial

Annual permits and inspections	200.00
Requests for inspections (other than usual permits).....	75.00
Re Inspection Fee - 1st time	50.00
2nd time.....	75.00
Carnivals and Concessions	100.00
Fire & Smoke Alarm Systems	50.00
Burglar Alarm	50.00
Traffic Light	100.00
Each add'l if applied for at same time.....	50.00
Underground Conduit 1-5 (subdivision).....	100.00
6-10 (subdivision).....	125.00
Over 10 (subdivision).....	150.00
Telecommunication (first 30 jacks).....	50.00
Each add'l jack.....	2.00
Minimum Fee.....	\$75.00

**TOWN OF HANOVER
ELECTRICAL PERMIT FEES
Effective July 1, 2011**

RESIDENTIAL

New Dwellings \$200.00
Electric Heat additional 40.00

Remodeling & Additions

Switches, Receptacles & Fixtures

First 5 50.00
6-29 60.00
30-50..... 80.00
51 or more..... 100.00

Major Appliances

Replacement Water Heater (same size)..... 50.00
Ranges, Counter Top Units, Ovens, Disposal & Dishwasher (each)..... 50.00
Hot Water Heaters 40.00
Gas or Oil Burners 50.00
Portable Air Conditioners..... 40.00
Stationary Air Conditioners - \$15.00 per ton maximum per unit..... 100.00/Unit
(applies to both Commercial and Residential)

Services

Not over 200 amps connected, each 100 amps or less 50.00
Each add'l meter or sub-feed/sub-panel..... 30.00
Temporary Service 50.00

Swimming Pools

Above Ground 75.00
Inground 100.00
Hot Tubs and Spas 75.00
Hydromassage Tubs..... 50.00

Any Device not Listed

First 10KW 30.00
Each add'l KW 3.00
Septic Alarm (only) 40.00
Pump and Alarm 60.00

Minimum Fee **\$50.00**

**TOWN OF HANOVER
GAS PERMIT FEES
Effective July 1, 2011**

Residential

Hot Water Tank/Tankless	\$ 40.00
(Combination with Plumbing Permit)	
First Fixture.....	45.00
Each Additional Fixture	20.00
Reinspection Fee	45.00
Minimum Fee.....	\$45.00

Commercial

Hot Water Tank/Tankless	
(Combined with Plumbing Permit	\$55.00
First Fixture	55.00
Each Additional Fixture.....	25.00
Reinspection Fee	75.00
Minimum Fee.....	55.00

**NOTE: ANY APPLICATION THAT HAS MORE THAN ONE FIXTURE MUST
CHECK OFF TEST \$20.00
PENALTY FOR DOING WORK WITHOUT A PERMIT....DOUBLE FEE**

**TOWN OF HANOVER
PLUMBING PERMIT FEES
Effective July 3,2006**

Residential

New house minimum.....	\$165.00
Hot Water Tank/Tankless (Combined with Gas Permit)	30.00
Hot Water Heater (Electric)	30.00
Back Flow Preventer.....	35.00
This is not 1 st fixture and must be checked off on all Boiler replacements)	
First Fixture	30.00
Each Additional Fixture.....	20.00
Reinspection Fee	50.00
Minimum Fee	\$30.00

Commercial

Hot Water Tank/Tankless	\$50.00
(Combined with Gas Permit)	
Hot Water Tank (Electric)	50.00
Backflow Preventer	40.00
First Fixture	40.00
Each Additional Fixture	20.00
Reinspection Fee	50.00
Minimum Fee	\$50.00
Demo of any Kind	\$75.00

PENALTY FOR DOING WORK WITHOUT A PERMIT..... DOUBLE FEE

New Houses are equald to 2 ½ Baths:

3 water Closets

3 Lavs

1 Laundry

1 Kitchen Sink

1 Dishwasher

2 Tubs or Showers

Hot water heater or Tankless

Water Piping

Backflow Preventer

Additional Fixtures @ \$15.00 each

Remodeling must check off water piping

**TOWN OF HANOVER
DEPARTMENT OF WEIGHTS AND MEASURES
FEE SCHEDULE 4/15/2008**

SCALES FEE MEASURING DEVICES FEE

OVER 10,000 LBS. \$125.00 GASOLINE METER \$20.00
5,000-10,000 LBS. \$ 75.00 VEHICLE TANK (OIL TRUCKS) \$40.00
1,000-5,000 LBS. \$ 50.00 EACH INDICATOR \$25.00
100-1,000 LBS. \$ 40.00 VEHICLE TANK GRAVITY \$40.00
10-100 LBS. \$ 20.00 BULK STORAGE \$45.00
10 LBS – LESS \$ 15.00

OTHER DEVICES

ALL WEIGHTS \$ 2.00 TAXI METERS \$25.00
AVOIRDUPOIS, METRIC ODOMETER/HUBODOMETER \$25.00
APOTHECARY, TROY
LEATHER MEASURE \$10.00
(SEMI-ANNUAL)
FABRIC MEASURING \$10.00
WIRE/ROPE CORDAGE \$10.00
LINEAR MEASURES \$ 5.00
YARD STICKS/ TAPES
REVERSE VENDING \$10
(BOTTLE RETURN)

RETAIL CHECKOUT SYSTEMS / SCANNER UNITS

LESS THAN 4 UNITS \$ 75.00
4 TO 11 UNITS \$150.00
MORE THAN 11 UNITS \$250.00

HANOVER BOARD OF HEALTH FEE SCHEDULE**PERCOLATION TESTS / OBSERVATION** 300.00\$**HOLES**

600.00\$

DISPOSAL WORKS PERMIT (new or repair)

up to 500 gallons 200.00\$

500- 999 gallons

1,000-1,999 gallons

2,000-9,999 gallons

over 10,000 gallons

COMPONENT REPAIR 75.00\$**RESUBMISSION OF PLANS** 55.00\$**or** 25.00\$**SUBMISSION OF ESTABLISHMENT PLANS****FOOD PERMIT** (Retail up to 999 S/F) 125.00\$

1,000 S/F to 9,999 S/F 200.00\$

10,000 S/F PLUS 500.00\$

FOOD ESTABL. PERMIT - FOOD SERVICE

Seating – 0-99 150.00\$

Seating- 100 Plus 300.00\$

MILK PERMIT 10.00\$**FROZEN FOOD DESSERT PERMIT** 25.00\$**CATERING** 50.00\$**MOBIL UNITS PERMIT - YEARROUND** 100.00\$**MOBIL UNITS PERMIT - SEASONAL** 50.00\$**TOBACCO SALES PERMIT** 100.00\$**TEMPORARY FOOD PERMIT-MULTIPLE** 15.00\$**VENDOR EVENTS****REINSPECTION FEE FOR FOOD ESTAB.** 75.00\$**TITLE V INSPECTORS PERMIT** 100.00\$**INSTALLERS PERMIT** 100.00\$**TEST FEE FOR INSTALLERS PERMIT** 25.00\$**SEPTAGE PUMPERS PERMIT** 100.00\$**RUBBISH COLLECTORS (Garbage** 100.00\$**License)****TANNING SALON LICENSE** 100.00\$**BODY ART ESTABLISHMENT** 200.00\$**(TATOOING/BODY PIERCING)****BODY ART PRACTITIONER** 75.00\$**PUBLIC/PRIVATE CAMP LICENSE** 225.00\$**PUBLIC SWIMMING POOL PERMIT** 150.00\$**FUNERAL DIRECTOR LICENSE** 25.00\$**ANIMAL PERMIT** 25.00\$**TEMPORARY ONE DAY EVENT FEE *** 50.00\$**INSPECTION FEE FOR TEMPORARY** 75.00\$**EVENTS****CARNIVAL FEE *** 250.00\$**FARMERS MARKET FEE *** 500.00\$**Effective May 14, 2010, revised July 1, 2011**

1/2 day a.m. only

full day a.m. and p.m.

per system or building

300.00\$

325.00\$

450.00\$

850.00\$

(based upon 1 insp., add'l inspections @ \$75 per) requiring add'l review time not requiring add'l review time (in house)

EQUAL TO COST OF THE PERMIT(S)

annually

annually

annually

annually

annually

annually

annually

annually

annually

annually

annually

(Per Event, for vendors not already licensed)

per hour (one hour minimum)

annually

annually

Per Test

annually

annually

annually

annually

annually

annually (\$10.00 Lic & \$215.00 Appli. & Inspec fee)

per pool / annually

annually

annually

Per Event (An additional fee will be required for Inspections, TBD by the BOH, based upon size of event)

per hour (one hour minimum)

Per Event (Based upon 5 Food Booths, \$50 per booth after that) Entire Season

WELL PERMIT (Drinking)		100.00\$	
WELL PERMIT (Irrigation)		50.00\$	
EMERGENCY INSPECTION FEE - (During Town Hall hours)	100.00\$		1st hour
75.00\$			
EMERGENCY INSPECTION FEE - (After Town Hall hours,	200.00\$		each additional hour (1 hour min.)
Holidays & weekends)	150.00\$		1st hour
			each additional hour (1 hour min.)
RE-INSPECTION	75.00\$		1 hour min.
COURT APPEARANCE	250.00\$		min. 1/2 day / \$500 full day
HOUSING CERTIFICATION		75.00\$	
APPLICATION FEE FOR MULTI - UNIT HOUSING		EQUAL TO COST OF THE PERMIT(S)	
MULTI - UNIT HOUSING LICENSE			
1-9 rooms	100.00\$		annually
10-23 rooms	150.00\$		annually
more than 24 rooms		\$150.00 + \$15.00 for each additional unit	
Red indicates a change in fee			

Planning Board

Fee Schedule & Submission Requirements for Permits & Filings

As of July 1st, 2009

Permit Type

(Regulation Reference)

Permit Filing Fee † Number of Plan Copies

Required †

Consultant Review Fees

& Additional Requirements †

Approval Not Required

(ANR / Form A)

Subdivision Rules & Regs

Section II.B.

\$250.00 *(filing)*

&

\$250.00 *(per buildable lot)*

1 Mylar

5 Bond copies

*** AutoCAD Copy Required*

Not Applicable

Preliminary Subdivision

Subdivision Rules & Regs

Section III.A.1.

Section III.A.2.

\$1,000.00 *(filing)* **10 large copies (24x36)**

7 small copies (11x17)

\$6000 initial Consultant Review Fee

(Additional increases if necessary, all excess funds returned to applicant)

Definitive Subdivision

Subdivision Rules & Regs

Section III.B.1.

\$1,000.00

(per buildable lot)

10 large copies (24x36)*

7 small copies (11x17)

**1 Mylar of approved plan for signing*

*** AutoCAD Copy Required*

\$6000 initial Consultant Review Fee

(Additional increases if necessary, all excess funds returned to applicant)

Advertising & Notice Costs *(varies)*

Site Plan Review

General Bylaws

Section 6-18: Fees

Subsection 3

\$2,000.00 *(filing)*

10 large copies (24x36)

7 small copies (11x17)

**Design Review Board*

Submission (see Note 3 below)

*** AutoCAD Copy Required*

\$6000 initial Consultant Review Fee

(Additional increases if necessary, all excess funds returned to applicant)

Advertising & Notice Costs *(varies)*

Special Permit(s)

General Bylaws

Section 6-18: Fees

Subsection 3

\$500.00 (Per Special Permit) 10 large copies (24x36)

7 small copies (11x17)

See Above Requirements for

“Site Plan Review” (*filed in conjunction*)

† NOTES:

1) 7 Small Plan Copies (11x17) are required for review and approval by seven (7) Planning Board members

2) 10 Large Plan Copies (24x36”) are required for review and comment by the following:

(A) Town Planner (F) Building Inspector

(B) Conservation Agent/Conservation Commission (G) Health Agent/Board of Health

(C) Department of Public Works/Board of Public Works (H) Design Review Board

(D) Police Department / Traffic Control Officer (I) File Copy

(E) Fire Department / Fire Prevention Officer (J) File Copy

3) Only 2 copies are required for the application form, general correspondence, stormwater calculations, and additional reports and documentation.

4) Filing, consultant review and permit fees may be waived for a Limited Site Plan Reviews, however, advertising and associated fees are required per state law.

5) Abutter Notification shall be as follows: Definitive Subdivisions: Direct Abutters w/ Certified Mail, Return Receipt Requested

Special Permits & Site Plan Reviews: Abutters within 300 ft. w/ Certificate of Mailing

6) 2 Copies of the following items must be included for review and comment by the Hanover Design Review Board (DRB) for All New or Altered Structures

proposed, including any proposed Planned Residential Development for Seniors (PRDS) or Village Planned Unit Developments (VPUD):

(A) Building Layout Plans (C) Elevations/Building Facades

(B) Signage Details (D) Detail on Exterior Treatment

TOWN OF HANOVER BY-LAW FEE SCHEDULE
EFFECTIVE 1/18/07 (as revised by vote of the Commission on 1/17/07)

APPLICATION Type: PROJECT Type: FEE:

Notice of Intent* (NOI) Category 1 \$ 110.00 per activity

(NOI) Category 2 \$ 500.00 per activity

(NOI) Category 3 \$ 1050.00 per activity

(NOI) Category 4 \$ 1450.00 per activity

(NOI) Category 5 \$4.00 per linear ft

Notice of Resource Area Delineation*

(ANRAD)

Category 6

also requires establishment of Guaranteed Deposit

Account

\$100.00

per resource

area

(ANRAD) w/ Simplified Review

(ANRAD w/SR)

Category 6a

also requires establishment of Guaranteed Deposit

Account

\$25.00 plus

\$100.00

per resource

area

Request for Determination of

Applicability (RDA)

Category 7 \$ 100.00

per activity

(RDA) Category 8 \$ 150.00 per lot

(RDA) Category 9 \$ 250.00 per activity

Other Fees applicable to

Category 1 - Category 9

Category 10 Additional 50%

of applicable

fee

Riverfront

Area Activity

Category 11 Additional 100%

of applicable

fee

After-the-

Fact filings

(COC) Prior to 10/3/93: Residence \$ 50.00

Certificate of (COC) Non-residence \$ 100.00

Compliance (COC) Subdivision \$ 200.00

(COC) 10/4/93 to present: ***No fee***

Extension Permit within the first three years of issuance \$ 50.00

for expired permits \$ 100.00 per expired

year

To recommence work: Residence \$ 100.00

Enforcement Order New residence \$ 200.00

Other \$ 500.00

Letter to Lender/Release of lot(s) \$ 50.00

Agent Site Visit Residential \$ 50.00

for other than application process or for
additional site inspections.

Non-residential \$ 100.00

Emergency Certificate \$ 200.00

Request to Review Revised Plan If app. fees were based of Category 1, 6 - 9 \$ 50.00

or If NOI fees were based on Category 2 \$ 200.00

Request for an Amended OOC If NOI fees were based on Category 3 - 5 \$ 400.00

Duplicate True Attested Copies all documents \$ 10.00 per
document

Explanation of Fees

TOWN OF HANOVER BY-LAW FEE SCHEDULE

EFFECTIVE 1/18/07 (as revised by vote of the Commission on 1/17/07)

Category 1 Fee for each activity is \$110 per activity

- a) Existing dwelling; accessory structure, addition, driveway, pool, etc.;
- b) Site Preparation, removal of vegetation, excavation, grading, house not proposed;
- c) Control of nuisance vegetation by removal, herbicides, etc. pursuant to 310 CMR 10.53(4)
- d) Resource Area improvement;
- e) Septic Upgrade, repair;
- f) Monitoring well activities;
- g) new agricultural or aquaculture projects.

Category 2 Fee for each activity is \$500.00 per activity

- a) Construction of single family house, site prep., detention basin, driveway (projects not pursuant to 310 CMR 10.53(3)(e));
- b) parking lot;
- c) beach nourishment;
- d) electric generating facility activities, unrelated to drainage;
- e) inland limited projects except road crossings and agriculture;
- f) each crossing for driveway to single family house;
- g) any point source discharge;
- h) control vegetation in development;
- i) water level variations;
- j) any other activity not in Category 1, 3, 4, 5 or 6;
- k) water supply exploration.

Category 3 Fee for each activity is \$1,050.00 per activity

- a) site preparation (for development) beyond Notice of Intent scope;
- b) each building (for development) including site;
- c) road construction not crossing or driveway;
- d) hazardous cleanup;
- e) water supply development.

Category 4 Fee for each activity is \$1,450.00 per activity

- a) each crossing for development or commercial road;
- b) dam, sluiceway, tide-gate (safety) work;
- c) landfills operation/closures;
- d) sand and gravel operations;
- e) railroad line construction;
- f) bridge;
- g) hazardous waste alterations to resource areas;
- h) dredging;
- i) package treatment plant and discharge;
- j) airport tree clearing;
- k) oil and/or hazardous material release response actions.

Category 5 Fee is \$ 4.00 per linear foot; (total fee not to be less than \$100.00 or greater than 2,000.00)

- a) work on docks, piers, revetments, dikes, etc. (coastal or inland).

Category 6 Fee is \$ 100.00 per resource area delineated on all property types for an Abbreviated Notice of Resource Area Delineation (ANRAD).

A Guaranteed Deposit Account is required (minimum amount \$500.00) for the hiring of the Commission's Wetland Consultant as established in MGL Chapter 131, Section 40 and the Town of Hanover By-Law #6-14. No site inspections by the Commission's Wetland Consultant will take place

until the account is established; there are no exceptions.

- a) each Bordering Vegetated Wetland
- b) each Isolated Wetland regardless of type and size
- c) each Riverfront Area including any FEMA Flood Zone
- d) each Vernal Pool, regardless of size
- e) each Intermittent Stream, brook, etc.
- f) each "other" area that meets State and local standards to qualify as a resource area and not listed in a. - e.

Explanation of Fees- *continued*

TOWN OF HANOVER BY-LAW FEE SCHEDULE

EFFECTIVE 1/18/07 (as revised by vote of the Commission on 1/17/07)

Category 6a Fee is **\$25.00 plus an additional \$100.00 per resource** area delineated on *all*

property types for an Abbreviated Notice of Resource Area Delineation with Simplified Review (**ANRAD w/ SR**).

A Guaranteed Deposit Account is required (minimum amount \$500.00) for the hiring of the Commission's Wetland Consultant as established in MGL Chapter 131, Section 40 and the Town of Hanover By-Law #6-14.

No site inspections by the Commission's Consultant will take place until the account is established; there are no exceptions.

- a) each Bordering Vegetated Wetland
- b) each Isolated Wetland regardless of type and size
- c) each Riverfront Area including any FEMA Flood Zone
- d) each Vernal Pool, regardless of size
- e) each Intermittent Stream, brook, etc.
- f) each "other" area that meets State and local standards to qualify as a resource area and not listed in a. - e.

Category 7 Fee is **\$100.00** for work >50 ft. from resource areas or temporary activities

- a). existing dwelling; accessory structure, addition, driveway, pool, etc.;
- b). site Preparation, removal of vegetation, excavation, grading, w/ **house not proposed**;
- c). control of nuisance vegetation by removal, herbicides, etc. pursuant to 310 CMR 10.53(4)
- d). resource Area improvement;
- e). septic Upgrade, repair;
- f). monitoring well activities, irrigation wells;

Category 8 Fee is **\$150.00** for work >50 ft. from resource areas or temporary activities

- a). new single family dwelling,
- b). site preparation for new single family dwelling
- b). septic system for new residential lot
- c). landscaping in relation to new residential lot

Category 9 Fee is **\$250.00** for work >50 ft. from resource areas or temporary activities

- a). Non-residential: addition, parking lot, earthwork,
- b). new non-residential construction and site preparation,

Category 10 Fee is **an additional 50% of total fees** calculated - for projects having one

or more resource areas as well as Riverfront Area.

(For projects with Riverfront Area only on the site, use standard fees as listed above.)

Category 11 Fee is **an additional 100% (double) of total fees** calculated for applications

that must be submitted due to activities not approved by the Commission with or without enforcement actions and/or fines. Such applications shall be noted with:

"After-the-Fact"

NOTE: Additional fees and fines may be applicable if a Restoration Order, Enforcement Order, or Enforcement Order with Cease and Desist is issued in addition to the requirement of filing an After-the-Fact application.

WORKSHEET

for

Town of Hanover By-Law Fee Schedule

**PLEASE USE THIS PAGE TO CALCULATE YOUR FEES
and submit this form with the appropriate amount of fees
with your Application**

To find you total fees due, complete the following:

NOTE: Due to the variety and complexity of projects, six lines have been provided. Residential applications may require the use of only one or two lines, where subdivisions and commercial projects may require the use of all six.

If additional lines are necessary, please feel free to add them. Please call the Conservation Office at 781-826-6505

if you have any questions or need help to complete this form.

Column: A. B. C. D. E.

Type of

Application:

Enter what application you are filing, *RDA, NOI, ANRAD, etc.*

Category:

Enter the category number for all activities such as #1, 2, 3, etc.

Associated

Fee(s):

Enter **Dollar amount** for one activity, foot, lot, etc. as listed in each corresponding category.

**Number of
activities, feet,
lots, etc.:**

Enter **the number** of activities: for example- *2 each, 100 linear feet, 6 lots, or 2 resource areas, etc.* as listed in each corresponding category.

**Subtotal for
each line:**

Multiply numbers in columns "**C**" and "**D**" for each line and enter the dollar amount below.

1. Cat. # _____ \$ \$

2. Cat. # _____ \$ \$

3. Cat. # _____ \$ \$

4. Cat. # _____ \$ \$

5. Cat. # _____ \$ \$

6. Total Application Fee:

Enter the sum of items in column "E" and submit this amount in full with your application.

\$ _____

**LICENSES ISSUED BY THE BOARD OF
SELECTMEN
FEES EFFECTIVE JULY 1, 2008**

LIQUOR LICENSES:

All Alcohol – Restaurant	\$ 2,500
All Alcohol – Clubs	\$ 1,200
All Alcoholic – Druggist	\$ 300
All Alcohol – Package Store	\$ 2,000
Wine/Malt – Restaurant	\$ 1,500
Wine/Malt – Package Store	\$ 2,000
Special – One Day (for-profit)	\$ 75
Special – One Day (non-profit)	\$ 0
Change of Liquor License:	
1 st Change in calendar year	\$ 250
2 nd Change in calendar year	\$ 500
3 rd Change in calendar year	\$ 750
Liquor License Applic/Hearing Fee	\$ 250

MOTOR VEHICLES - SELLERS LICENSE:

(based on # of cars approved on license)

0 – 21	\$ 250
22 – 99	\$ 500
100 – 199	\$ 1,000
200 – 299	\$ 1,500
300 +	\$ 2,000
Automobile Lease/Rental	\$ 250

OTHER LICENSES:

Amusement/Theater – Weekdays:	
Per Screen (movie theaters 7 days)	\$ 50
Auctioneer (annual)	\$ 150
Auctioner – One Day	\$ 100
Automatic Amusement (per device)	\$ 50
Batting Cage (per cage)	\$ 25
Bowling Alley (per lane)	\$ 25
Cable TV (per subscriber)	\$ 1
Carnivals, etc.	\$ 500
Christmas Tree Sales	\$ 125
Comm. Victualler/Innholder-New	\$ 200
Comm. Victualler/Innholder-Renew	\$ 75
Dance School Permit	\$ 5
Entertainment/Amusement –	
Weekdays & Sundays after 1:00 PM	\$ 50
Entertainment/Common Victualler	\$ 50

OTHER LICENSES:

Entertainment/Sunday:	
Per Event	\$ 25

Per Year Per Screen (non CV)	\$ 25
Sunday Opening (after noon)	\$ 0
Holiday Opening	\$ 0
Fortune Teller	\$ 50
Golf Driving Range	\$ 50
Golf Instruction Clinic	\$ 50
Gravel Removal (per acre)	\$ 50
Second Hand Articles	\$ 10
Junk Dealer (gold, silver, etc.) - New	\$ 200
Junk Dealer (gold, silver, etc.) – Renew	\$ 75
Lodging Houses (incl. Dormitories)	\$ 0
Mini Go-Carts	\$ 50
Miniature Golf	\$ 50
Mobile Lunch Carts	\$ 100
Off Duty Work Detail svcs. Per hr.	10%
Other Amusement Devices	\$ 50
Pawnbroker	\$ 0
Pool Tables (per table)	\$ 25
Public Constable – New	\$ 100
Public Constable – Renewal plus	\$ 25
Fees set by statute	
Public Hearing Preparation	\$ 200
Retail Sale-Beverages-Vending Mach.	\$ 0
Roller Skating Rinks	\$ 0
Taxi (per cab)	\$ 25
Water Boats	\$ 50
All other appointments, permits &	
licenses – minimum per	\$ 25

FIRE DEPARTMENT PERMITS:

(with approval of Board of Selectmen)

Gasoline (flammable) Storage	
New (includes public hearing fee)	\$ 200
Renewal	\$ 100
Gasoline – Split Island	
New	\$ 200
Renewal	\$ 100
Underground Storage Tank Removal	
Residence	\$ 25
Business	\$ 100

* In addition to these fees, a processing charge for professional review by outside vendors will be billed at cost. Present rates are: Attorney \$125/hr; Paralegal, Law Clerk, or Legal Assistant \$60/hr. Cost to be determined by vendor at time of service.

REPORT OF THE TOWN COLLECTOR

To the Board of Selectmen and the Citizens of Hanover

Total revenue processed through the Collectors Office - **\$88,534,115.84**

Collections in Fiscal Year 2011 [July 1, 2010 thru June 30, 2011] for real estate, personal property, motor vehicle excise, parking tickets, false alarm bills and water billing together with miscellaneous collections such as interest and fees on delinquent payments amounted to \$38,726,980.66.

There were 5,365 real estate parcels and 766 personal property bills. The total tax levy was \$32,384,664.55. Unpaid water accounts for the purpose of establishing a lien were committed to the 2011 preliminary real estate bills. These were unpaid water bills in calendar year 2010 [01/01/2010- 12/31/2010]. Interest is assessed at a rate of 16%, plus a fee of \$25.00 to each account. The total assessment was \$74,453.26.

The Town of Hanover accepted the Community Preservation Act at the November 2, 2004 election. As accepted, the act imposes a 3% surcharge on the real estate bill. The surcharge appears as a separate line on the real estate tax bill noted as CPA. The amount committed to FY 2011 real estate was \$755,228.85.

All departmental revenues are processed through the Town Collector's Office. Included in these payments are ACH payments which are disbursements from the state, ambulance amounts from Comstar, and federal grants. Payments originating from individual departments are issued on a voucher system. Deposits are made on a daily basis and reported weekly to the originating department. During the period July 1, 2010 thru June 30, 2011, a total of 15,499 vouchers were processed.

There were 14,968 motor vehicle excise tax bills issued for vehicles registered and garaged in the Town of Hanover during FY 2011. There were also an additional 1,932 motor excise tax bills issued for registrations in year(s) 2007, 2008, 2009 and 2010. If a motor vehicle excise tax or parking fine remains unpaid, the Registry of Motor Vehicles is notified to invoke the provisions of Chapter 60, Section 2A, which would call for the "flagging" of a driver's license and would deny the right to renew a license or register a motor vehicle in this Commonwealth or any other state until the Registry has been advised that all taxes are paid in full. This flagging system has proven to be extremely effective. Bills were collected dating back to 1984. The CLEARING FEE to the Registry of Motor Vehicles amounted to \$8,940.00.

Total receipts for Municipal Lien Certificates were \$30,300.00. A Municipal Lien Certificate is a legal document prepared for mortgage transfers, refinancing or line of credit. This document indicates whether taxes and municipal charges are paid. The cost of this certificate is \$50.00.

During Fiscal Year 2011, \$232,728.57 was collected in interest and fees. This represents interest at the rate of 14% for all unpaid and overdue payments on real estate taxes and 12% on motor

vehicle excise taxes, together with demand and warrant charges. Bills that are past due after the demand process are turned over to an outside Deputy Collector for collection.

The Department of Public Works commits all water bills to the Tax Collector's office for collection, accounts are billed on a rotating quarterly basis. The amount committed for Fiscal 2011 was \$3,510,253.37; the amount collected in Fiscal 2011 was \$3,315,671.61.

Collections for parking fines were \$3,460.60. Parking in a handicapped area is \$50.00, blocking fire lanes and impeding snow removal is \$25.00, all other fines are \$15.00.

Since the inception of both the Educational and Elderly/Disabled funds, \$17,176.18 has been contributed to the funds. Both funds are overseen by committees appointed by the Board of Selectmen through the guidelines of the Department of Revenue.

Thank you to the taxpayers of Hanover for their conscientious efforts to pay the many bills that are mailed from this office. Collections continue to be excellent which reflects the Town of Hanover's Aa2 Bond rating as of September 2010.

I would also like to thank the staff in the Collector's office for their hard work and support not only during this time of transition, but for their diligent efforts on a daily basis to process the abundance of work that comes through this office in a professional, courteous manner. They are the backbone of this office, and are to be commended.

As your newly appointed Town Collector/Treasurer, I would like to take this opportunity to introduce myself. My name is Darleen Sullivan, I have been working for the Town of Hanover since 2006 and look forward to serving you in this new capacity. During my years in the Assessor's office I had the pleasure of meeting face to face with many of the residents and business owners in Town. Hanover is a wonderfully close knit community filled with warm, caring, involved taxpayers, I am proud to work for you and on your behalf. As always, your Collector's office has an open door policy please feel free to stop by with any questions, concerns, or just to say hello.

In closing, I would like to say "Thank You" to Joan Port-Farwell for 30 years of dedicated service to the citizens of Hanover. As many of you know, Joan retired January 31, 2011. She is enjoying her retirement and remains actively involved with the community. She continues to volunteer her time and serve the Town of Hanover on an even more personal level since she retired. Thank you for your continued service Joan.

Respectfully submitted,

DARLEEN L. SULLIVAN
TOWN COLLECTOR

REPORT OF THE TREASURER

To the Board of Selectmen and the Citizens of Hanover:

DETAIL OF CASH BALANCES as of JUNE 30, 2011

Petty Cash	\$ 14,025.00
Citizens Bank	\$ 8,945,406.81
MMDT	\$ 4,848,460.19
TD Bank North	\$ 25,188.10
TD Bank North (Deferred Comp)	\$ 7.57
Rockland Trust	\$ 255,603.90
UniBank – Taxes	\$ 801,915.31
UniBank – Park and Recreation	\$ 300,381.06
UniBank – Before and After School Program	\$ 183,991.18
Reliance Trust	\$ 12,706,267.35
UniBank – TeePee School Program	\$ 210.45

SUBTOTAL	\$ 28,081,456.92
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Police Federal Forfeiture	\$ 4,511.70
Library Funds	\$ 337,671.69
Stabilization	\$ 1,676,002.18
Trust Funds	\$ 459,203.61
Student Activity Funds	\$ 66,836.70

SUBTOTAL	\$ 2,544,225.88
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TOTAL OF ALL ACCOUNTS	\$ 30,625,682.80
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Respectfully submitted,

Darleen L. Sullivan
Town Treasurer

TREASURER'S COMPENSATION REPORT

The following amounts represent compensation for fiscal year 2011 (July 1, 2010 – June 30, 2011). Column 1 includes compensation for normal duties. Column 2 includes compensation for work beyond normal duties and compensation paid by a third party.

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
ABBAN DEBORAH	\$73,664.00	\$0.00
ABBAN JONATHAN A.	\$78,645.57	\$25,969.97
ABBOUD CHRISTINE A	\$13,712.94	\$0.00
ABORN MAURA A	\$61,793.00	\$714.00
ACORN JEFFREY	\$65,404.71	\$3,676.32
ADAMS EMILY R	\$0.00	\$540.00
ALEO JACQUELYN M	\$0.00	\$3,062.00
ALFIS MARTIN P.	\$63,059.17	\$27,855.91
ALLEN DANA	\$1,878.00	\$0.00
ALLEN JOHN ROBERT	\$50,977.63	\$18,465.25
ALLEN LEE ANN L.	\$37,705.11	\$722.00
ALMEIDA GINA	\$31,430.00	\$0.00
ANASTASIO ERNEST P.	\$984.00	\$26,485.00
ANDERSON KAREN E	\$53,241.00	\$0.00
ANDERSON MINDY I.	\$73,578.00	\$143.36
ANNIS ABIGAIL E	\$0.00	\$21,985.83
APUZZI MARIANNE E	\$1,187.50	\$443.75
ARBIA ROSALIE ANN	\$1,545.78	\$0.00
ARDINI KEVIN J.	\$1,222.00	\$0.00
ARDINI LEAH	\$45,749.04	\$8,910.44
ARENA JR PETER R	\$55,216.00	\$5,059.39
ARNONE JAMES J.	\$48,483.16	\$8,098.67
ARONS MICHELLE M	\$68,800.00	\$695.50
ASHTON BARRY E	\$9,057.84	\$1,173.50
ATCHISON MAUREEN	\$16,037.00	\$0.00
ATKINSON ELAINE	\$495.00	\$5,400.00
AURIEMMA MARLAENA A	\$150.00	\$0.00
AZEVEDO DIANE H.	\$68,465.00	\$0.00
AZIZIAN CHRISTOPHER M	\$66,177.55	\$31,211.44
BALZARINI TIANA J	\$1,308.62	\$0.00
BANKS KATHLEEN F.	\$74,629.75	\$350.00
BARLOW STACIE A.	\$77,368.75	\$875.00
BARNES JR ARTHUR B	\$14,141.82	\$0.00
BARRESI AUDREY G	\$17,096.45	\$0.00
BARRON ERIC C.	\$65,064.14	\$15,086.31
BARRON WANDA J.	\$51,125.04	\$0.00
BARTOLOTTI KATHERINE	\$82,704.00	\$0.00
BEERS ANN R.	\$375.75	\$0.00
BELLANTONI LISA M	\$0.00	\$16,977.08
BENITEZ BENJAMIN E	\$44,379.00	\$1,231.50

BENNETT KRISTIN A	\$1,802.83	\$0.00
BERG ERICK R.	\$3,038.36	\$0.00
BERGER ELEANOR F	\$50.10	\$0.00
BERGER LINDA J.	\$36,582.17	\$552.72
BERGLUND VIRGINIA C.	\$96,093.53	\$0.00
BERRY MICHAEL J	\$42,601.43	\$2,741.75
BERRY PATRICIA B	\$60,172.52	\$0.00
BILLINGS DOUGLAS N.	\$84,285.59	\$50.00
BILTON WILMA R	\$73,664.00	\$0.00
BITETTI MARY A.	\$67,844.00	\$791.70
BLANCHARD ANDREW THOMAS	\$1,349.28	\$0.00
BLANCHARD JEFFREY	\$96,089.32	\$731.36
BLANCHARD KENNETH	\$120,124.90	\$0.00
BLINSTRUB THOMAS J.	\$42,940.13	\$3,906.89
BOISE KATHLEEN M.	\$2,885.06	\$0.00
BOLGER CAILA S	\$1,699.94	\$0.00
BOND DAVID C	\$169.23	\$0.00
BOSTIC WILLIAM	\$69,022.94	\$4,368.86
BOSTWICK DEBORAH A	\$67,844.00	\$4,107.00
BOUCHER THOMAS A.	\$66,377.66	\$6,484.86
BOUZAN KATLYN R	\$947.50	\$1,560.00
BOWLES DOROTHEA C	\$84,319.00	\$300.00
BOYLE ALICE L.	\$82,704.00	\$855.00
BRADFORD JULIE D	\$53,008.00	\$175.00
BRADFORD KAREN F	\$203.08	\$0.00
BRANDMARK DAWN G	\$51,402.25	\$3,799.17
BRAUN ANDREW	\$58,047.14	\$15,271.35
BREAULT LAURA E	\$75,170.00	\$0.00
BREWIN RACHAEL E	\$65,936.00	\$0.00
BRIGHT LAWRENCE S	\$385.77	\$0.00
BRIGHT YVONNE D	\$385.77	\$0.00
BRINKMANN ROBERT G.	\$66,122.90	\$0.00
BROOKS HARVEY F	\$2,400.00	\$0.00
BROWN JESSICA L.	\$73,664.00	\$215.04
BROWN LAUREEN C	\$75.00	\$1,275.00
BROWN LEONARD W.	\$42,594.62	\$3,013.55
BROWN TIMOTHY P.	\$60,516.00	\$179.20
BROWN-LOW BETSY LIN	\$47,837.52	\$0.00
BRUCE NOREEN F.	\$38,272.71	\$0.00
BRUGNOLI MARYANN	\$84,942.00	\$0.00
BRYERTON ALICIA A.	\$55,176.00	\$215.04
BUCCA MICHAEL J	\$60,635.83	\$11,027.51
BUCKLEY JENNIFER A	\$8,256.00	\$240.00
BUDDEN ANNE MARIE	\$48,586.00	\$400.00
BURGESS BARBARA M.	\$25,761.34	\$4,749.46
BURGESS KARA A	\$1,020.00	\$0.00

BURGIO LORRAINE M.	\$41,340.55	\$0.00
BURKE JULIE A	\$38,780.99	\$277.95
BURNHAM ELIZABETH L	\$870.44	\$0.00
BURNS DEBORAH L	\$1,720.00	\$45,580.00
BURNS ELLEN C	\$55,216.00	\$358.40
BUTLER HANNAH B	\$689.50	\$0.00
BUZALSKY KARL J.	\$75,119.56	\$26,172.15
BYRON KORRI J	\$54,902.22	\$965.74
CAMBAL ANNE E	\$135.38	\$0.00
CAMPBELL KATHLEEN B	\$53,008.00	\$0.00
CAMPBELL LORI A	\$66,248.00	\$1,120.12
CAMPBELL LYNNE E	\$46,924.16	\$0.00
CAPALDO JOANNE M	\$15,018.00	\$0.00
CARCEO CAITLIN C	\$58,574.00	\$643.36
CARLSON GARY N.	\$649.00	\$0.00
CAROTA KRISTEN L	\$50,013.83	\$0.00
CARPENTER DANIEL M.	\$50,230.55	\$18,014.40
CARPENTER TIMOTHY A.	\$44,736.64	\$3,730.47
CATALDO MICHAELA A	\$1,762.03	\$0.00
CAULFIELD CAITLIN E	\$40,619.00	\$386.00
CAULFIELD KATHY M.	\$64,975.00	\$0.00
CAULFIELD LYND SAY J	\$2,181.21	\$0.00
CAVALLARO JASON M	\$72,067.32	\$28,454.18
CAVANAGH SHIRLEY M.	\$175.35	\$0.00
CAVANAUGH AMY E	\$3,907.13	\$12.71
CENTORINO MARK A	\$53,958.00	\$2,981.00
CERONE BRIAN C	\$0.00	\$5,104.00
CERONE MARGARET I.	\$2,396.93	\$0.00
CEURVELS, JR ARTHUR L	\$1,647.55	\$0.00
CHADWICK MARILYN	\$88,048.00	\$215.04
CHAMBERS THOMAS E.	\$72,891.59	\$25,667.73
CHANDLER KATHLEEN A.	\$57,949.00	\$0.00
CHAPMAN SUSAN	\$744.00	\$0.00
CHASE LAURA C.	\$63,070.00	\$215.04
CHASE MICHAEL T	\$920.00	\$20.00
CHATSKO MICHAEL P.	\$44,109.03	\$271.07
CHOATE HEATHER A	\$51,358.50	\$1,887.50
CIRINO ROBERT D	\$7,285.96	\$0.00
CLANCY JR VINCENT J.	\$51,177.66	\$8,476.45
CLARK MATTHEW P	\$12,956.89	\$120.00
CLASBY SUZANNE D.	\$67,526.00	\$215.04
CLEARY JOSEPH P.	\$64,573.29	\$19,166.34
CLEAVES MEGHAN K	\$670.25	\$300.00
CLIFTON DEBRA S	\$5,050.28	\$0.00
COAKLEY ROBERT L	\$0.00	\$1,350.00
COATES ANN M.	\$73,648.68	\$6,515.20

COBAK MARY JO	\$2,650.00	\$0.00
COLE DANIELLE M	\$60,444.65	\$1,382.96
COLEMAN KEVIN P.	\$42,559.78	\$4,779.75
COLETTI KIMBERLY J	\$1,058.68	\$0.00
COLLINS LAURA F.	\$78,359.00	\$0.00
COLLINS MARGARET J	\$2,344.88	\$0.00
COLLINS SUSAN A	\$0.00	\$418.24
COLON DONALD W	\$2,401.56	\$0.00
COMEAU JANICE	\$67,176.00	\$0.00
CONANT JR. ROBERT E.	\$50,126.29	\$14,941.40
CONANT SUSAN M	\$9,774.87	\$0.00
CONCANNON SHERRY M.	\$82,704.00	\$143.36
CONDON JOHN E	\$0.00	\$17,375.00
CONDON, JR DANIEL F	\$420.00	\$0.00
CONDON-SILVIA RITA A.	\$84,319.00	\$300.00
CONNELLY NINA A	\$1,819.58	\$0.00
CONNELLY RICHARD	\$3,202.44	\$0.00
CONNELLY SUZANNE	\$37,955.59	\$0.00
CONNOLLY CHRISTINE M	\$480.00	\$2,325.00
CONRAD MEREDITH C	\$0.00	\$480.00
CONSOLI CORINNE C	\$4,827.68	\$0.00
COOGAN MARGARET R	\$37,603.14	\$0.00
COOK ANDREW E	\$0.00	\$4,082.00
COOK JULIETTE S	\$6,575.92	\$0.00
COOKE MAUREEN L.	\$64,100.73	\$0.00
CORBETT BEVERLY A	\$21,092.50	\$605.24
CORBETT NICOLE S.	\$39,496.58	\$0.00
CORCORAN MEGHAN E	\$29,358.50	\$1,402.50
COSGROVE, JR JOHN J	\$150.00	\$825.00
COYLE FRANCIS W.	\$70,282.00	\$17,149.00
COYNE DONNA M.	\$13,251.77	\$250.00
CRAIG DONNA M.	\$44,638.32	\$12,375.20
CRAIG KELLIE A	\$46,248.01	\$0.00
CRAIG MARC S.	\$30,243.65	\$74.12
CRATTY SUSAN K	\$14,405.28	\$1,098.72
CRAWFORD DAVID M.	\$73,261.46	\$2,757.50
CRAWFORD ELIZABETH A.	\$235.47	\$0.00
CRONIN STEPHEN J	\$8,763.56	\$12.68
CROWLEY CARCELLA E	\$58.02	\$0.00
CURLEY JANET L	\$67,844.00	\$450.00
CURRAN DEBORAH M.	\$84,942.00	\$350.00
CURRIER ELIZABETH B	\$60.12	\$0.00
CYR BRIDGET M	\$2,510.00	\$0.00
CZOLADA LAURA L	\$15,357.41	\$243.24
DANN ELAINE L.	\$4,081.91	\$0.00
DARMETKO TAYLOR R	\$1,391.20	\$0.00

DAVIS JUDITH L	\$37,816.18	\$1,766.47
DAVIS ROSALIND H	\$63,070.00	\$0.00
DAVIS SARAH E	\$59,247.00	\$0.00
DEACETIS GINO	\$63,059.17	\$31,795.45
DEBENEDICTIS LOUIS C.	\$66,141.81	\$25,018.97
DECIE KENNETH G	\$66,555.00	\$279.20
DECOTIS ANASTASIA	\$53,008.00	\$386.00
DECRISTOFARO SUSAN B	\$0.00	\$125.00
DEFERRARI CYNTHIA J	\$45.00	\$3,750.00
DEFranzo ANTHONY C.	\$86,556.00	\$6,631.00
DEGENNARO NICOLE A	\$2,037.08	\$0.00
DEGRENIER JANE	\$114,544.25	\$395.50
DEGRENIER JENELL L	\$6,333.00	\$0.00
DELLA CROCE LISA M	\$55,216.00	\$842.50
DEMEO ELLEN M.	\$17,235.29	\$0.00
DEMITA LAURIE A	\$1,759.75	\$0.00
DENEEN DENNIS M	\$8,998.00	\$0.00
DENICOLA JOSEPH C	\$50.10	\$0.00
DENNEHY CAITLIN M	\$0.00	\$450.00
DEPATTO LOUIS B	\$66,555.00	\$100.00
DEPHILLIPS JENNIFER L	\$60,516.00	\$0.00
DEVINE CAROLYN S	\$3,728.00	\$248.00
DEVINE GREGORY J	\$2,230.30	\$0.00
DEVINE LAUREN M	\$28,394.30	\$968.76
DEYOUNG TRACY J.	\$10,959.60	\$0.00
DIBARA ALICIA L.	\$66,248.00	\$215.04
DICKSON CYNTHIA M.	\$8,948.09	\$0.00
DICKSON JESSICA M	\$785.00	\$0.00
DIGIOVANNA MARISSA A	\$27,110.97	\$40.00
DIGIOVANNA SAMANTHA L	\$4,345.25	\$0.00
DILL MARGARET	\$185.37	\$0.00
DINIAK VICTOR	\$102,963.54	\$0.00
DINNEEN MARIE	\$46,256.57	\$1,077.62
DIRADO MICHAEL	\$67,189.00	\$300.00
DISABATO KATHERINE A	\$235.47	\$0.00
DISABATO, JR JOSEPH	\$145.29	\$0.00
DITULLIO KIMBERLY E	\$1,833.33	\$0.00
DIXON KIMBERLY A	\$26,860.81	\$0.00
DOOLITTLE PAUL B.	\$0.00	\$1,520.00
DOWLING MAURA K	\$36,151.00	\$0.00
DOWNS ALICE W.	\$66,555.00	\$0.00
DOWNS ELIZABETH S	\$54,933.00	\$2,852.54
DOYLE JOANNE	\$25,798.62	\$20.00
DOYLE SHAUN PATRICK	\$46,037.22	\$17,353.32
DOYON RICHARD B	\$164.39	\$0.00
DRAPER LAUREN T	\$0.00	\$525.00

DRINKWATER KAREN M	\$6,497.00	\$0.00
DRINKWATER LINDSAY C	\$2,306.25	\$0.00
DRISCOLL ELIZABETH A.	\$43,466.84	\$0.00
DRISCOLL KERI E	\$53,641.00	\$215.04
DRUMMY DEBORAH A	\$13,110.00	\$0.00
DUBOIS TRACEY M	\$55,216.00	\$300.00
DUGGAN THOMAS B	\$57,949.00	\$500.00
DUNN GREGORY T	\$1,590.28	\$0.00
DUNPHY GEORGE E	\$10,753.63	\$0.00
DUNPHY JAMES P	\$2,639.43	\$0.00
DURO ELLEN M	\$19,033.25	\$78.38
DUSTIN JEFFREY T	\$5,346.60	\$0.00
DYER LAUREN C.	\$3,335.82	\$0.00
DYER PHYLLIS	\$24,417.19	\$0.00
EARLE CHRISTINE	\$0.00	\$1,620.00
EARLE JOHN W	\$7,887.85	\$513.14
ECONOMOS PAUL M	\$63,070.00	\$1,194.00
EDGAR JOAN E	\$57,742.00	\$100.00
EDGAR PATRICIA A	\$96.00	\$1,650.00
EDGAR ROBERT J	\$1,148.00	\$20,032.25
EDGERLY JAMIE M	\$20,248.67	\$45.24
EGAN CHARLES E	\$119,005.00	\$0.00
EGAN SUSAN E	\$79,944.00	\$6,024.66
EMERY KATHLEEN M.	\$38,695.16	\$224.64
EMERY LLOYD F	\$33,673.80	\$205.44
ENNIS KERRY L.	\$82,704.00	\$0.00
FAHEY ELIZABETH K	\$73,664.00	\$1,081.25
FALVEY CHRISTINE N	\$8,472.00	\$0.00
FANNING PETER L	\$2,307.36	\$0.00
FARIA GEORGE J.	\$66,555.00	\$427.50
FARLEY, JR ROBERT J	\$46,325.96	\$6,985.06
FAY CHRISTINE	\$70,392.00	\$4,207.36
FERGUSON CYNTHIA L.	\$79,944.00	\$501.76
FERGUSON PAMELA	\$10,291.77	\$0.00
FERRARO NANCY E.	\$28,292.00	\$0.00
FERRY ANTHONY	\$64,465.17	\$0.00
FERRY VERA-JEAN	\$7,502.04	\$0.00
FISHER BRIAN M.	\$0.00	\$7,459.00
FITZGERALD DANIEL M	\$39,602.20	\$7,258.59
FITZPATRICK ELLEN D	\$67.69	\$0.00
FLAHERTY JESSICA ROSE	\$69,435.00	\$0.00
FLAHERTY JUDITH	\$2,200.00	\$0.00
FLAVELL SARAH M.	\$57,108.00	\$75.00
FLOOD ADAM N	\$2,402.00	\$216.00
FLYNN CLAIRE M.	\$140.28	\$0.00
FLYNN JANIS E.	\$88,048.00	\$0.00

FLYNN RICHARD J	\$2,471.12	\$0.00
FLYNN TIMOTHY	\$49,578.20	\$10,692.51
FOGG JR JOHN	\$328.00	\$20,242.75
FOLEY KATHLEEN A	\$29,312.25	\$1,463.00
FONTES JOHN	\$2,691.00	\$0.00
FORCIER MAURA K	\$15,902.00	\$0.00
FORGIT JENNIFER B	\$17,588.12	\$0.00
FOSS JENNIFER M.	\$63,070.00	\$1,581.00
FRANCIS JENNIFER A	\$0.00	\$331.48
FRANZOSA CAROL A.	\$80.16	\$0.00
FRASER ROBYN L	\$14,581.88	\$0.00
FRATTASIO JONATHAN	\$0.00	\$920.00
FRATUS DONNA J	\$63,070.00	\$0.00
FREEMAN FREDERICK J.	\$73,239.38	\$18,269.10
FULLERTON WILLIAM R.	\$41,599.26	\$1,386.77
FUNDER NANCY C.	\$37,867.55	\$0.00
GALLAGHER CHRISTOPHER J	\$1,623.60	\$0.00
GALLAGHER GRACE K	\$297.50	\$0.00
GALLAGHER JAMES F.	\$85,257.86	\$31,041.35
GALLAGHER JANINE C	\$650.00	\$550.00
GALLAGHER JEANNE M.	\$375.00	\$300.00
GALLAGHER KATHRYN M	\$41,609.21	\$198.00
GALLAGHER MARIANNE	\$38,530.27	\$66.00
GALLAGHER MAURA V	\$1,435.00	\$0.00
GALLAGHER PETER R	\$35,239.50	\$1,752.85
GALLIGAN CYNTHIA B.	\$87.03	\$0.00
GALLINARO BARBARA L	\$13,803.51	\$11,155.62
GALLIVAN PATRICK J	\$53,028.35	\$0.00
GALOTTI ANN MARIE	\$84,568.00	\$179.20
GARLAND SUSAN S.	\$187.50	\$4,650.00
GATELY ALLYSON M	\$56,699.00	\$0.00
GEORGE DEBORAH	\$39,392.60	\$1,600.00
GERMANO DONNA L	\$75.00	\$2,363.05
GERRIOR DANIELLE R.	\$3,273.00	\$404.00
GERRISH KERI-LYNN	\$7,400.00	\$0.00
GERRISH MATTHEW M	\$1,355.55	\$0.00
GERTSEN ANNE	\$30,139.67	\$0.00
GISSLER KURT ERIK	\$55,116.88	\$337.50
GILARDI GARY L	\$87.03	\$0.00
GILL DEBORAH M.	\$84,319.00	\$3,200.00
GILLESPIE JACQUELINE E	\$200.00	\$0.00
GILLESPIE JANET M.	\$17,458.00	\$0.00
GILLESPIE RACHEL E	\$265.00	\$0.00
GILMARTIN BEVERLY A.	\$68,689.00	\$0.00
GIROUX JOAN	\$18,938.48	\$1,067.36
GISER SHEILA H	\$43,760.00	\$0.00

GLASSETT ANDREA G	\$57,949.00	\$637.50
GLENNON RONALD F	\$49,846.00	\$15,412.00
GOFF ELAINE	\$25,229.13	\$49.05
GOKEY SHAWN J.	\$57,151.79	\$13,488.49
GOLDSTEIN JOANNE T.	\$82,704.00	\$0.00
GOLDTHWAIT NANCY J.	\$9,048.98	\$0.00
GOLEMME BRIAN J.	\$35,807.43	\$0.00
GOODWIN LYNNE A.	\$39,032.14	\$0.00
GORDON ANNE M.	\$53,008.00	\$0.00
GRABOWSKI RACHEL A.	\$36,762.00	\$2,757.51
GRADY JAMES P	\$32,275.76	\$6,161.88
GRAY BRYAN F	\$1,968.71	\$0.00
GRAY DOROTHEA W	\$51,159.78	\$215.04
GREEN LISA MARIE	\$66,248.00	\$1,057.62
GREENE SEANA T	\$68,800.00	\$396.48
GREER ALYSON L	\$53,008.00	\$2,449.00
HADDAD GENIVIEVE F	\$155.00	\$5,700.00
HADFIELD KRISTINE M	\$41,864.70	\$0.00
HAJJAR KAITLIN B	\$2,594.96	\$0.00
HAJJAR MICHAELA M	\$2,589.42	\$36.80
HALL MARIE L	\$12,800.00	\$0.00
HALLORAN MEGAN E.	\$33,012.91	\$816.70
HANNIGAN JOSEPH	\$70,656.66	\$32,016.10
HANSEN DANA E	\$66,733.34	\$10,320.41
HANSEN ELIZABETH A	\$270.00	\$675.00
HANSEN LINDY A.	\$73,664.00	\$0.00
HANSEN PETER C.	\$35,794.36	\$16,624.17
HANSON KATHERINE M	\$9,051.00	\$0.00
HARADEN MARILYN M	\$482.63	\$0.00
HARDER-BERNIER CATHERINE G	\$33.85	\$0.00
HARDIMAN SUSAN M.	\$9,366.79	\$0.00
HARRINGTON DONALD	\$69,461.77	\$49,202.56
HARTNEY MARILYN	\$86,184.00	\$0.00
HATCHER REBECCA O	\$63,719.88	\$2,450.00
HAYES THOMAS F.	\$87.42	\$0.00
HAYES THOMAS W	\$10,094.84	\$243.55
HEALEY ROBERT G	\$49,738.87	\$5,952.48
HEALY HEATHER C.	\$63,070.00	\$0.00
HEAVERN DENISE R.	\$75,170.00	\$0.00
HEFFRON CASSANDRA F	\$27,056.00	\$0.00
HEGARTY STEPHEN M	\$55,420.00	\$3,535.00
HENDERSON BONNIE	\$36,792.60	\$0.00
HENDERSON STEVEN J	\$47,324.00	\$0.00
HERBERT MARY F.	\$44,150.78	\$0.00
HERNON STEPHANIE M	\$30.00	\$0.00
HERRMANN STEVEN D.	\$61,855.83	\$17,448.57

HEYWOOD JR ROBERT P.	\$98,948.89	\$328.00
HICKEY HELENMARIE	\$157.50	\$900.00
HIGGINBOTTOM AMANDA L	\$1,353.78	\$0.00
HIGGINS KYLEE A	\$660.00	\$0.00
HINES RACHEL S	\$55,216.00	\$444.72
HOADLEY DONNA	\$245.49	\$0.00
HOADLEY MICHAEL	\$598.00	\$2,197.00
HOEY JAMES P	\$5,140.55	\$5,396.43
HOFFMAN MARGARET R.	\$47,647.51	\$0.00
HOGAN SUSAN M	\$31,235.21	\$0.00
HOGAN THOMAS J.	\$84,319.00	\$100.00
HOOK JASON T	\$41,275.13	\$5,755.87
HOOK ROBERT C.	\$44,296.31	\$6,404.63
HOPKINS JOHN E.	\$87,053.00	\$322.56
HORN ALYSSA M	\$5,647.44	\$0.00
HORNE GEORGE H.	\$47,983.35	\$1,384.72
HORNSTRA CAROL A	\$2,089.50	\$3,963.06
HORTON CHRISTOPHER M	\$1,620.00	\$0.00
HORTON DEIRDRE M	\$2,056.51	\$0.00
HORTON SIOBHAN M.	\$7,309.98	\$0.00
HOWARD ANN A	\$8,594.25	\$0.00
HOWARD DEBRA	\$1,564.00	\$0.00
HOWES JR THOMAS J	\$7,120.00	\$80.00
HRENKO CHRISTINE M	\$53,008.00	\$215.04
HRIVNAK ANTHONY A	\$103,053.25	\$423.24
HUDSON KAITLIN M	\$756.00	\$0.00
HUGHES ANNA D	\$73,578.00	\$143.36
HURLEY ANDREA A	\$58,730.25	\$4,428.50
HUTCHISON SCOTT T.	\$66,555.00	\$0.00
HYNES DONNA M.	\$7,114.72	\$0.00
INGLE ELIZABETH L	\$688.00	\$0.00
INGLE JR THOMAS H.	\$36,495.28	\$161.65
INGLIS ROBERT E.	\$58,814.72	\$23,253.13
IRELAND MICHELLE E.	\$53,902.47	\$673.50
ITZ BARBARA	\$130.26	\$0.00
JACKMAN DEBORAH J.	\$20,243.46	\$375.00
JACOBSON NANCY P.	\$25,041.87	\$0.00
JACOBSON SCOTT A	\$120.00	\$3,105.00
JAKUB DAVID	\$0.00	\$5,308.00
JANKINS MARGARET M	\$8,276.40	\$0.00
JANKINS ROSS W	\$1,864.93	\$0.00
JANSON DONALD G.	\$34,158.38	\$17,041.56
JEWELL PAULA R	\$80.00	\$1,080.00
JOHAR DIVYA	\$0.00	\$360.00
JOHNSON ANDREW A	\$11.00	\$0.00
JOHNSON ERIC R.	\$68,781.61	\$20,959.81

JOHNSON ERIKA B	\$0.00	\$9,148.50
JOHNSON KAREN ANN	\$68,418.00	\$215.04
JOHNSON MARY ANN	\$82,704.00	\$358.40
JOHNSON MARY ANNE	\$0.00	\$4,725.00
JOHNSON MICHELLE	\$39,595.22	\$237.71
JONES COLLEEN S	\$74,836.50	\$1,137.50
JONES MICHAEL S.	\$25,017.47	\$15,509.32
JORDAN KELLY-ANN	\$57,949.00	\$0.00
JOUBERT DEBORAH A.	\$36,792.60	\$0.00
JOY JILL A.	\$66,555.00	\$215.04
JUDGE ANNE C	\$17,076.36	\$1,061.56
JUDGE KIMBERLY A	\$2,890.00	\$0.00
JUDGE MADELEINE A	\$4,057.50	\$0.00
KACAMBURAS KELLY A	\$53,008.00	\$0.00
KANE TIMOTHY A.	\$73,725.66	\$21,144.70
KARDOOS JOSEPH A.	\$44,316.58	\$8,510.89
KATAPODIS GREGORY M.	\$374.00	\$858.00
KATSIKIS KRISTINA M	\$1,596.22	\$0.00
KATSILIERIS THERESA A.	\$68,800.00	\$0.00
KAUFMAN PETER J	\$0.00	\$3,266.00
KAUFMAN RYAN M	\$0.00	\$5,104.00
KAY ALEXIS L	\$6,622.50	\$0.00
KEARNS KERRI A.	\$73,664.00	\$0.00
KEATING PAUL J	\$42,606.31	\$5,277.53
KEDDY LAURIN L	\$21,806.03	\$300.00
KEEFE JOANNE M.	\$25,339.56	\$0.00
KEEGAN JOCELYN R	\$130.55	\$0.00
KEENAN JOHN J	\$328.00	\$12,033.75
KELLEY JULIANNE P	\$1,951.08	\$0.00
KELLEY LINDSEY J	\$0.00	\$2,344.40
KELLY JUDITH A	\$37,977.84	\$0.00
KELSER SARAH C	\$54,893.00	\$0.00
KENDRICK SCOTT B.	\$63,492.81	\$2,555.08
KENNEDY JAMES B.	\$187.00	\$0.00
KENNEDY KRISTEN P	\$1,791.83	\$0.00
KENNEY CAROLYN M.	\$87,125.90	\$0.00
KENNEY KARA M	\$32,738.50	\$153.75
KENNEY ROBERT D.	\$78,449.63	\$42,519.80
KENNEY VIRGINIA M	\$1,750.75	\$70.00
KETCHEN PAUL R	\$50,796.00	\$6,656.88
KIMBALL ELEANOR M	\$320.64	\$0.00
KINASEWICH PATRICIA L.	\$83,325.00	\$0.00
KING BRIAN G	\$0.00	\$8,992.00
KINSMAN SCOTT A	\$42,712.69	\$5,585.06
KIRBY JANET	\$696.00	\$0.00
KIRLEY TIMOTHY J.	\$63,259.39	\$18,123.03

KLING JEANNE	\$69,289.00	\$0.00
KMITO GINA M	\$102.50	\$500.00
KOSAK LYNNE A	\$503.50	\$6,122.20
KOST JANEL E	\$49,735.75	\$0.00
KRALL CAROL A	\$56,132.00	\$1,254.40
KRIEG JOHN M.	\$73,664.00	\$0.00
KRISTIAN MARTHA S	\$7,788.00	\$8,778.00
KUSTKA SUSAN E	\$92,259.57	\$0.00
LAFOND SARAH D.	\$83,325.00	\$0.00
LAIDLER WILLIAM F.	\$17,685.80	\$0.00
LAIVO,JR. WILLIAM E	\$19,380.83	\$0.00
LAMOUREUX LISA G	\$20,301.50	\$0.00
LANCASTER INGRID A.	\$11,725.95	\$0.00
LANCASTER MARK E.	\$84,319.00	\$215.04
LANE ANNA K	\$1,044.23	\$0.00
LANGTON TERENCE W.	\$78,732.00	\$3,439.42
LAROSE CAROL L.	\$8,523.92	\$1,500.00
LARSON CHERYL ANN	\$69,435.00	\$0.00
LARUE ALBERT J.	\$46,045.75	\$11,958.88
LAVANGIE TODD M	\$51,317.45	\$5,362.62
LAVERTUE KURT W.	\$49,807.37	\$18,171.20
LAWRENCE KELLY A	\$69,298.44	\$0.00
LAWRENCE RICHARD P.	\$0.00	\$16,978.23
LEACH HOLLY ANNE	\$78,948.50	\$1,391.25
LEAHY JILL K	\$5,364.27	\$0.00
LEE ANN F	\$39,971.19	\$0.00
LEE SUSAN J.	\$33.85	\$0.00
LEETCH DONNA C	\$290.58	\$0.00
LEHANE ELLEN L.	\$7,078.54	\$0.00
LEIGH KIMBERLY A	\$2,449.94	\$0.00
LEONARD MARY E	\$37,957.36	\$0.00
LEONE STACEY B	\$238.75	\$1,500.00
LEONIDO JANICE D	\$58,373.06	\$0.00
LESLIE JR. ROGER A.	\$209.00	\$1,353.00
LESLIE MARK R	\$42,640.48	\$4,170.87
LIBBY JEANNETTE L.	\$63,384.00	\$0.00
LINDAMOOD DAVID P.	\$25,908.08	\$410.88
LINDSAY DENNIS M.	\$8,392.92	\$0.00
LINGLEY-GOKEY KRISTEN	\$35,527.94	\$352.48
L'ITALIAN ELLEN M	\$0.00	\$600.00
L'ITALIEN PATRICIA	\$37,294.34	\$336.96
LOHAN MARYANNE	\$16,041.17	\$0.00
LORD RICHARD A	\$16,685.84	\$129.16
LOSORDO PATRICIA S.	\$66,555.00	\$0.00
LOVELL STEPHEN J	\$66,248.00	\$923.44
LOWRY-NEE GAYLE F	\$32,707.06	\$0.00

LUCCARELLI BETH C	\$65,936.00	\$0.00
LUNDIN KURT A.	\$234.00	\$689.00
LUNETTA KYLE J	\$1,005.00	\$0.00
LYNCH AMY C.	\$24,199.35	\$0.00
MAC VICAR-WELCH CHRISTINA L	\$667.50	\$9,090.00
MACCINI STEPHEN A	\$0.00	\$144.00
MACFARLANE PATRICK G	\$0.00	\$3,444.00
MACFARLANE SANDRA D.	\$39,024.00	\$0.00
MACLEAN CURT	\$79,976.37	\$45.50
MACMACKIN WILLIAM J	\$42,917.22	\$8,482.21
MACNEILL JOHN J	\$1,575.69	\$0.00
MACNEILL MARY A.	\$66,248.00	\$791.00
MAHONEY ANDREW B	\$52,377.00	\$9,336.40
MAHONEY MICHAEL F	\$7,627.60	\$2,496.72
MALLOCH KRISTIN L.	\$74,147.07	\$1,187.57
MALONE JAMES M	\$10,200.81	\$1,796.44
MANCILLAS RISA M	\$103,155.75	\$0.00
MANCUSO RICHARD	\$42,610.87	\$3,412.99
MANNING LAURA A	\$810.00	\$0.00
MARCHESIANI ANNABELLA M	\$39.00	\$0.00
MARINO ANGELICA J	\$1,817.74	\$0.00
MARINO ANTHONY L	\$91,203.71	\$0.00
MARSHALL JESICA L	\$0.00	\$10,210.16
MARTIN DIANE R.	\$27,386.00	\$13.91
MARTUCCI MARIE L.	\$38,155.21	\$280.50
MASTRANGELO STEVEN F	\$44,996.99	\$6,637.95
MATTES CAROL M	\$420.84	\$0.00
MATTES RICHARD J	\$420.84	\$0.00
MAURER JOSEPHINE M	\$2,527.25	\$0.00
MAXWELL WENDY	\$0.00	\$1,172.20
MAYOTT MICHAEL J	\$43,012.68	\$4,707.60
MCCABE KAREN M	\$3,443.70	\$360.00
MCCARTHY MADELINE M	\$0.00	\$1,088.05
MCCARTHY MAUREEN A	\$15,749.69	\$0.00
MCCUSKER TINA C.	\$64,975.00	\$4,449.00
MCDERMOTT JESSICA A.	\$39,933.00	\$0.00
MCDONNELL ADRIENNE C	\$51,111.00	\$592.96
MCDONOUGH JOANNE	\$105,853.25	\$0.00
MCDONOUGH KAREN L.	\$13,654.28	\$0.00
MCDONOUGH VALERIE A.	\$82,704.00	\$143.36
MCGARRY MATTHEW J	\$40,619.00	\$0.00
MCGILL MOLLY S	\$1,874.62	\$0.00
MCGINN SUZANNE E	\$1,282.50	\$522.50
MCGINNIS CAROL A.	\$79,944.00	\$215.04
MCGRATH MELISSA E.	\$60,516.00	\$143.36
MCGREGOR LINDSAY K	\$22,699.25	\$0.00

MCHENRY KATHERINE L.	\$69,435.00	\$751.00
MCKEEVER MICHAEL	\$76,563.07	\$41,832.91
MCKENNA LORI ANN	\$73,664.00	\$0.00
MCKENNA LORI J.	\$75,170.00	\$633.00
MCLAUGHLIN ARTHUR C	\$46,927.33	\$3,107.91
MCLEAN STERLING	\$6,590.66	\$0.00
MCLEOD MAURA A	\$332.50	\$3,625.00
MCMAHON PAULA M.	\$66,555.00	\$0.00
MCNAMARA DONNA M.	\$12,634.02	\$0.00
MCNAMARA JAMES M	\$0.00	\$8,102.04
MCNAMARA STEPHEN D.	\$56,832.30	\$24,738.56
MCNEIL ASHLEY E	\$2,722.50	\$60.00
MCNIFF DENNIS M.	\$43,249.97	\$3,715.26
MCNULTY CATHERINE H.	\$25,524.96	\$0.00
MCVEY JOAN	\$25,084.99	\$0.00
MCVINNEY NANCY	\$45,542.71	\$5,714.01
MEADOWS MARK M	\$140.00	\$5,040.00
MEAGHER MICHAEL P.	\$53,416.09	\$0.00
MEALLO KATHARINE H	\$835.00	\$0.00
MELLEN KAREN M	\$0.00	\$1,254.40
MERRICK CHRISANN	\$74,469.08	\$0.00
MERZBACHER THOMAS P.	\$84,319.00	\$0.00
MESSINA JR JOSEPH	\$0.00	\$4,939.00
MESSINGER JOAN	\$37,205.05	\$0.00
METIVIER BRIAN R.	\$86,791.72	\$631.17
METIVIER JAMES E.	\$53,359.48	\$27,745.11
MILLER KATHLEEN A	\$0.00	\$75.00
MILLER RALPH	\$0.00	\$6,750.00
MILLS WENDY L	\$25,994.99	\$4,889.48
MISK KIM	\$27,323.33	\$55.62
MITTON ROBYN A	\$48,818.35	\$0.00
MOAR STEPHEN	\$75,815.49	\$44,025.56
MOHN DOROTHY L	\$37,705.11	\$757.71
MOLLOY MARK D.	\$84,319.00	\$7,234.00
MOLLOY SUZANNE	\$49,622.00	\$100.00
MOLYNEAUX LESLIE J.	\$110.22	\$0.00
MONAHAN CHRISTA M.	\$73,664.00	\$0.00
MONTILIO BENJAMIN J	\$1,308.00	\$0.00
MONTILIO MARK J.	\$286.00	\$1,045.00
MOORE NANCY M.	\$87,053.00	\$0.00
MORAN KERRI A	\$56,341.75	\$1,747.50
MORGAN JENNIFER L	\$1,060.00	\$3,390.00
MORRIS FRED A	\$1,200.00	\$0.00
MORRIS JOHN F.	\$265.93	\$0.00
MORRISON KERI A.	\$73,664.00	\$1,432.96
MOSER KARA M	\$47,501.00	\$0.00

MOUSSALLI ANTHONY E	\$54,827.44	\$0.00
MULFORD PORTER G	\$936.00	\$0.00
MULLEN BARBARA A.	\$19,845.30	\$0.00
MULLEN LISA A.	\$66,248.00	\$0.00
MULLIGAN BRENDAN J	\$0.00	\$3,266.00
MULLIGAN JUDITH A.	\$25,905.03	\$0.00
MULREADY Verna S	\$975.00	\$0.00
MURNEY LYNNE M.	\$0.00	\$4,050.00
MURPHY ELIZABETH A	\$0.00	\$13,832.02
MURPHY JOSEPH M	\$8,465.55	\$0.00
MURPHY KAYLA E	\$2,214.72	\$0.00
MURPHY MICHAEL M	\$2,085.55	\$0.00
MURPHY STEPHANIE L	\$73,664.00	\$0.00
MURPHY SUSAN P	\$1,290.00	\$0.00
MURRAY JUDITH A.	\$2,736.00	\$0.00
MURRAY KATHLEEN M	\$96.70	\$0.00
MURRAY MICHELLE L	\$4,596.76	\$294.71
MURRAY ROBERT F	\$45,517.14	\$0.00
NAMEIKA RACHEL C.	\$73,664.00	\$515.04
NASH KRISTINE E	\$162,841.77	\$2,400.00
NAYLOR COOPER R	\$68,800.00	\$0.00
NEAL BETSEY L.	\$46,173.19	\$300.00
NEE THOMAS D	\$84,512.36	\$0.00
NELSON GARTH R	\$0.00	\$5,308.00
NESTI PATRICIA A.	\$40,124.21	\$3,529.21
NEVINS DAVID J	\$1,866.50	\$0.00
NEVINS MARY FRANCES	\$20,570.14	\$560.00
NEWBITT DAVID A.	\$0.00	\$3,470.00
NEWCOMB PAUL C.	\$0.00	\$40.00
NEWTON PATRICK W	\$54,591.00	\$1,121.70
NICHOLS LINDA K	\$2,125.00	\$6,675.00
NICOLL DEBRA A.	\$82,704.00	\$0.00
NIHAN GREGORY K.	\$91,918.66	\$164.00
NIHAN JOHN F	\$1,623.60	\$0.00
NIHAN KEVIN P	\$1,623.60	\$0.00
NIXON SALLY M	\$46,927.00	\$4,504.75
NUNNALLY DAWN N	\$4,273.50	\$0.00
NYMAN CHRISTINA	\$35,323.12	\$224.64
O'BRIEN CLAUDIA J	\$58,517.00	\$100.00
O'BRIEN KATHLEEN M.	\$44,178.27	\$3,049.09
O'BRIEN THOMAS J	\$40,735.08	\$283.41
O'CONNOR DANIEL J	\$3,698.05	\$10.58
O'CONNOR JOANNE F.	\$37,957.36	\$0.00
O'CONNOR WILLIAM M	\$42,439.99	\$6,193.31
O'DONNELL HEIDI A	\$25,355.00	\$0.00
O'DONNELL MICHAEL J	\$0.00	\$5,104.00

O'HARA JANE	\$28,035.86	\$1,658.61
OHLSON SHERRI L	\$7,330.70	\$0.00
O'KEEFE KATHLEEN M.	\$390.00	\$0.00
O'LEARY DEBORAH J.	\$292.50	\$4,800.00
OLIVER KAREN L.	\$41,997.18	\$216.65
OLSON JOHN L	\$48,657.18	\$13,822.77
O'NEILL THERESA E	\$91,350.00	\$0.00
OPIE ELAINE BONNY	\$84,319.00	\$0.00
ORLANDO MICHAEL J	\$2,207.94	\$66.23
O'ROURKE ROBERT S	\$7,042.62	\$0.00
O'SHEA LEEANNE V	\$1,780.14	\$0.00
O'SULLIVAN CHRISTINE A	\$12,354.44	\$0.00
OWEN MICHAEL D	\$15,382.11	\$0.00
OWENS JOHN	\$77,437.94	\$16,402.48
OWENS, JR. JOHN J.	\$61,331.96	\$17,995.13
PACHECO DONNA L	\$18,759.50	\$0.00
PALMER MAUREEN R	\$430.00	\$1,860.00
PALMUCCI ALISON A.	\$49,434.00	\$0.00
PAQUETTE MATTHEW J	\$88,500.00	\$80.00
PARFUMORSE BARRY J	\$49,066.35	\$14,361.01
PARRY AMANDA R	\$2,030.00	\$25.00
PARRY RENEE F.	\$55,548.00	\$1,664.48
PATCH MICHAEL A.	\$66,248.00	\$3,470.00
PATTISON ANDREA M	\$55,216.00	\$215.04
PAUL REBECCA M	\$59,186.50	\$1,533.00
PAYNE JUNE M	\$290.58	\$0.00
PELRINE MATTHEW M	\$4,539.96	\$0.00
PENNINGTON VERNON C.	\$1,452.00	\$0.00
PEREIRA STACEY L.	\$33,389.84	\$0.00
PERRY KEVIN D.	\$66,555.00	\$179.20
PERVANE PATRICIA A	\$18,414.22	\$0.00
PETERS PATRICIA A.	\$73,664.00	\$143.36
PETERSON JESSICA A	\$2,976.50	\$0.00
PETIT JENNIFER P	\$111,532.79	\$500.00
PHELAN JULIE	\$87,184.00	\$855.00
PHIFER ROSS S	\$4,244.00	\$6,000.00
PHILLIPS ELLEN	\$192.50	\$240.00
PICARDI VINCENT F.	\$75,170.00	\$0.00
PINKOS ROGER W	\$4,060.00	\$0.00
POLANSKY ELIZABETH A.	\$84,319.00	\$0.00
POLLOCK MICHAEL S.	\$63,722.07	\$8,515.31
PORT ANDREW R	\$6,222.01	\$0.00
PORT-FARWELL JOAN T.	\$95,434.33	\$0.00
POWERS MARGARET E.	\$22,173.62	\$0.00
POWERS SAMUEL C	\$2,835.40	\$209.63
PRATT CHRISTOPHER G	\$2,276.00	\$144.00

PRIESTLEY CHRISTIAN J	\$33,400.74	\$0.00
PULLIA SARAH B	\$49,846.00	\$0.00
PURCELL JAMES A.	\$6,648.00	\$0.00
PURDY MICHAEL J	\$102,292.50	\$0.00
QUILTY LISA ANN	\$24,560.87	\$0.00
QUINN DOROTHY	\$135.27	\$0.00
QUINN KATHLEEN M	\$670.00	\$0.00
QUIRK KRISTINA E	\$1,793.94	\$0.00
RAAB THOMAS R	\$120,468.50	\$0.00
RADZIK MARGARET M	\$285.00	\$375.00
RAPALJE JOANNA R.	\$63,070.00	\$665.92
RAY JEFFREY T	\$0.00	\$2,263.50
RAY REBECCA J	\$5,619.25	\$0.00
RAY SHEILA G	\$60,516.00	\$0.00
READ PAULA C.	\$22,891.98	\$25.58
REARDON KRISTIN J.	\$5,643.48	\$0.00
REED JUSTIN B	\$65,541.81	\$16,681.47
REIBER EUGENE J.	\$73,664.00	\$358.40
REID SUSAN E	\$0.00	\$900.00
REILLY CHRISTINE	\$11,017.50	\$0.00
REILLY JOANNE	\$69,519.00	\$1,903.42
REILLY MEAGHAN E	\$0.00	\$600.00
REPLOGLE NANCY L.	\$84,942.00	\$0.00
REYNOLDS JANET R.	\$1,092.01	\$0.00
RICCIARDI ZACHARY R	\$935.00	\$0.00
RICH DEBORAH K.	\$41,855.47	\$166.65
RICHARDS DEREK W.	\$68,722.66	\$26,230.09
RICHARDS WAYNE M.	\$984.00	\$11,810.70
RICHARDSON KIMBERLY G	\$55,216.00	\$0.00
RICHARDSON STEPHEN T.	\$435.87	\$0.00
RIESSLE SHANNON E	\$995.00	\$0.00
RILEY JOANNA E	\$1,700.88	\$0.00
ROACH PAUL J.	\$1,312.00	\$9,077.50
ROAN MANDY S	\$0.00	\$34,346.57
ROCKWELL PAULINE M.	\$75.15	\$0.00
RODDAY BRYAN P	\$7,658.50	\$4,024.00
RODDAY CAROL A.	\$40,869.52	\$166.65
RODDAY STEVEN J	\$53,221.00	\$6,793.70
RODICK BRIAN T	\$1,833.96	\$1,408.00
ROGERS CAITLIN M	\$45,624.00	\$0.00
ROLLINS DONNA M.	\$33.85	\$0.00
ROLLINS HOWARD E.	\$29.14	\$4,774.50
ROLLINS STEPHEN S.	\$137,511.66	\$0.00
ROMANO SALLY A	\$247.00	\$750.00
RONCHETTI JR DONALD R	\$67,844.00	\$0.00
RONDANO CHRISTINA M	\$68,800.00	\$0.00

ROSSI NICHOLAS D	\$5,025.61	\$137.38
ROSSI SUSAN T.	\$45,636.72	\$536.75
ROY JAMES RICHARD	\$55,980.45	\$15,527.06
RUGMAN BRANDON G	\$116.05	\$0.00
RUGMAN BRITNEY F	\$246.59	\$0.00
RUSSELL COLLEEN M.	\$84,319.00	\$0.00
RUSSO KELLY A.	\$52,044.00	\$2,108.00
RYAN NANCY M.	\$83,325.00	\$143.36
RYAN THOMAS J.	\$82,704.00	\$0.00
RYERSON STEPHEN T.	\$47,987.04	\$5,161.04
SAGE NANCY E.	\$75.15	\$0.00
SALETSNIK LANCE P	\$5,835.20	\$253.63
SALINES CARMINE J.	\$517.68	\$0.00
SALINES JENNIE	\$295.59	\$0.00
SALVUCCI JOSEPH	\$352.00	\$847.00
SALVUCCI JR DANIEL	\$90,026.16	\$70,850.08
SALVUCCI RICHARD P.	\$68,440.35	\$25,194.49
SANFORD CYNTHIA C.	\$180.50	\$0.00
SARGENT JOHN K	\$145.06	\$0.00
SARGENT MAUREEN A.	\$27,195.71	\$358.05
SCALATA ANDREA M	\$0.00	\$480.00
SHELL DENISE E	\$23,267.09	\$50.82
SCHNEIDER JUDITH A.	\$0.00	\$5,308.00
SCHREIBER ANDREW J	\$62,988.00	\$0.00
SCHUMACHER JOHN S.	\$69,289.00	\$3,295.30
SCHWEMIN MELISSA A	\$1,995.00	\$2,550.00
SCOTT SUSAN M	\$1,886.25	\$1,490.00
SCRIBI DAYNA L.	\$75,613.75	\$375.00
SCRIBNER ANNE W	\$882.50	\$2,760.00
SEGALLA BRITTANY A.	\$3,129.61	\$0.00
SENNETT MICHELLE J	\$200.00	\$0.00
SEPE CAYLEN A.	\$63,070.00	\$0.00
SHANAHAN GEORGE B	\$14,654.86	\$0.00
SHAW PATRICK W	\$165.17	\$0.00
SHEA MATTHEW K	\$43.52	\$0.00
SHEA MAUREEN A.	\$65,561.00	\$0.00
SHEA ROBERT C	\$55,399.22	\$0.00
SHEDD SUSAN E	\$73,664.00	\$0.00
SHEEHAN THOMAS J	\$27,079.12	\$0.00
SHELLEY AMY L	\$1,184.63	\$0.00
SHOREY PHILIP E.	\$165.33	\$0.00
SHORT KEVIN R.	\$54,210.06	\$22,936.35
SIEGEL PETER A	\$36,883.69	\$327.57
SIGSBY AVA T.	\$63,070.00	\$0.00
SILVIA PAUL V.	\$54,391.43	\$9,207.60
SIMMONS JOHN E.	\$3,741.40	\$0.00

SIMMONS NIKKI	\$71,988.00	\$0.00
SIMSHAUSER ERIKA C	\$2,222.50	\$0.00
SMELSTOR THOMAS W	\$0.00	\$1,275.00
SMITH BRENDAN H	\$1,284.80	\$0.00
SMITH COLLEEN C	\$45,876.80	\$4,089.74
SMITH JAMES E.	\$82,510.58	\$46,467.91
SMITH PATRICIA H	\$7,600.00	\$4,154.40
SMITH SCOTT O.	\$50,810.03	\$11,775.56
SOLDANO NICOLE J	\$1,489.02	\$0.00
SOUSA JOHN H	\$50,888.84	\$200.00
SPOONER III WILLIAM B.	\$1,476.00	\$12,743.00
ST.AUBIN ANN M.	\$18,063.61	\$354.60
STAMPER MARTHA W.	\$79,944.00	\$998.36
STEFANI CHRISTINE M	\$20,949.76	\$0.00
STEWART DEBORAH	\$20,564.48	\$0.00
STEWART ROBERT W.	\$4,922.25	\$0.00
STONE BARBARA J.	\$74,977.27	\$11,925.53
STONE KELLY A	\$31,411.75	\$1,068.50
STORELLA-MULLIN JOHN J	\$68,800.00	\$1,437.50
SULLIVAN DARLEEN L	\$44,265.84	\$0.00
SULLIVAN DAVID R.	\$88,048.00	\$0.00
SULLIVAN MICHELLE R	\$73,664.00	\$0.00
SUTHERLAND AMY B	\$33,433.38	\$0.00
SWEENEY ANDREA L.	\$22,504.69	\$0.00
SWEENEY JR WALTER	\$117,056.33	\$0.00
SWEENEY KATHERINE D	\$630.98	\$60.00
SWEENEY MEAGHAN L	\$410.38	\$16,146.32
SWETT MATTHEW J.	\$291.34	\$0.00
SWIFT RICHARD C.	\$0.00	\$2,637.25
SYLVIA JAMES A.	\$29,368.56	\$23,449.00
TALBOT MAURA B	\$37.50	\$4,725.00
TARKANIAN LEANNE R	\$43,757.00	\$500.00
TATRO MICHELLE A	\$66,248.00	\$1,797.04
TAYLOR EMILY A	\$1,427.50	\$0.00
TAYLOR MICHAEL E	\$8,306.20	\$1,970.46
TAYLOR SAMANTHA M	\$2,105.00	\$0.00
TEETSELL ROBERT I.	\$2,627.04	\$0.00
TESORERO LINDSEY A	\$1,567.50	\$1,542.50
THEMISTOCLES ROBERTA A.	\$26,876.28	\$300.00
THERRIEN JANE C.	\$88,146.75	\$750.00
THIBEAULT GRETCHEN	\$2,037.75	\$0.00
THOMPSON SHANNON E.	\$35,517.00	\$430.50
THORNELL JULIENNE R	\$84,319.00	\$1,013.00
THORNTON ANNE	\$2,553.00	\$3,900.00
THORNTON BRONWEN L	\$66,555.00	\$0.00
THORNTON MEGAN E	\$4,721.50	\$1,272.50

THORP MICHAEL J	\$16,592.00	\$0.00
TIEDTKE AMANDA M	\$542.50	\$0.00
TIERNEY KAREN F	\$891.52	\$0.00
TIMMERMAN NICOLE L	\$67,442.50	\$2,475.00
TINDALL TRAVIS R	\$140.00	\$4,950.00
TIVNAN TRENT A	\$2,147.62	\$0.00
TOBIN LAUREN M	\$520.00	\$3,840.00
TODD KATHLEEN M	\$37,673.00	\$333.55
TOOHEY BARBARA	\$0.00	\$4,082.00
TORINO PAUL J	\$57,895.14	\$5,964.09
TORMEY JAMIE A	\$0.00	\$1,172.20
TOWNSEND DIANE M	\$25,910.13	\$0.00
TRACY JR JOHN W	\$212.74	\$0.00
TRAMONTANA DONNA M	\$38,159.03	\$0.00
TREAMER ANNE E	\$64.00	\$0.00
TRIPP DOROTHY E.	\$325.65	\$0.00
TRIPP HOWARD C.	\$43,163.72	\$5,590.49
TRYON JUDITH M	\$73,664.00	\$0.00
TUCKER ERIN M	\$63,080.55	\$2,622.01
TUCKER MARCIA L.	\$20,931.67	\$0.00
TUCKER MATTHEW R	\$45,337.20	\$17,564.86
TURNER DIANE R.	\$82,704.00	\$179.20
TUROCYN LESLEY A.	\$73,664.00	\$179.20
TUROCYN RONALD J.	\$73,664.00	\$7,552.00
TUSI LEANNE M	\$37.50	\$225.00
TWEED JR. CARLETON D.	\$308.55	\$0.00
TYLER LOIS R.	\$87,053.00	\$1,000.00
TYRIE DAVID W.	\$70,657.59	\$20,409.32
UNANGST KELLY R	\$43,760.00	\$0.00
UNDZIS JOHN N.	\$22,509.05	\$0.00
VAN ARSDALE JAMES L	\$87.03	\$0.00
VARRASO JOSEPH M	\$1,921.23	\$0.00
VAUGHAN JESSICA L.	\$59,230.25	\$1,437.50
VERENIS STEPHEN	\$130.00	\$2,775.00
VIEIRA KIMBERLY M	\$50,796.00	\$0.00
VIELKIND BARBARA J.	\$22,189.44	\$499.20
VIELKIND KAREN A	\$5,106.27	\$0.00
VIELKIND PATRICK D	\$2,565.00	\$0.00
VIERRA MAUREEN E.	\$1,206.66	\$0.00
VIERRA ROGER F	\$135.27	\$0.00
VITOLO KAREN M	\$47,324.00	\$25.00
VLASSAKIS JANET MARIE	\$28,165.71	\$0.00
VOELKEL JOHN E.	\$75,921.23	\$11,694.52
VOELKEL THERESA A.	\$50,158.50	\$250.00
WAKEFIELD TILYNN C	\$135.00	\$170.00
WALDRON ROSANNE D.	\$49,846.00	\$0.00

WALORZ KAREN G	\$79,500.00	\$0.00
WALSH MICHELLE L	\$49,483.72	\$0.00
WALSH PATRICK J	\$1,807.07	\$0.00
WALSH TRACY L	\$420.00	\$480.00
WALTER JENNIFER B	\$43,760.00	\$3,062.00
WARD PAULINE M.	\$70,193.86	\$0.00
WARDWELL TARA A	\$420.00	\$180.00
WATSON DAVID M	\$46,358.61	\$19,978.19
WATTS RACHEL H	\$56,478.00	\$802.70
WEBBER ELIZABETH A	\$868.75	\$1,743.75
WEITZ MARY ANN T	\$0.00	\$250.00
WELSH LORRAINE	\$70,757.88	\$0.00
WENCEK JESSICA M	\$9,918.75	\$963.75
WESTFIELD MARGARET O.	\$88,048.00	\$243.36
WHEALAN, JR WILLIAM J	\$42,510.75	\$5,864.05
WHEALLER ANN M.	\$0.00	\$225.00
WHEDBEE AMY J	\$10,985.02	\$0.00
WHEELER GREGG	\$69,435.00	\$4,082.00
WHITE FREDERICK J.	\$46,386.92	\$5,921.90
WHITING MELISSA E	\$49,846.00	\$0.00
WHITTEN KARIN J	\$16,054.00	\$0.00
WHOLEY DOREEN M	\$286.56	\$0.00
WILDER BROOKE E	\$1,878.37	\$0.00
WILKINSON MARY L	\$175.35	\$0.00
WILLIAMS JENNIFER M	\$3,951.00	\$0.00
WILLIAMS MICHELLE C	\$6,081.00	\$2,416.00
WILLIAMS SUSAN P	\$5,665.98	\$0.00
WILLIS AMY E	\$27,094.00	\$0.00
WILSON DONNA J.	\$84,942.00	\$0.00
WILSON JOYCE K.	\$36,281.63	\$0.00
WITTER-HARRINGTON ELLEN L	\$127,954.50	\$0.00
WOODWARD JOAN M	\$70,742.00	\$13,433.00
WORRALL RICHARD A.	\$492.00	\$1,189.19
WRIGHT JOHN T	\$57,341.12	\$3,635.64
YOUNG GARY A.	\$24,030.95	\$0.00
YOUNGWORTH ALLISON T	\$66,248.00	\$1,885.00
ZANESKI JILLIAN E	\$0.00	\$1,156.80
ZAYLOR PAUL	\$0.00	\$5,308.00
ZEMOTEL BARBARA A	\$345.69	\$0.00
ZEMOTEL DAVID J.	\$73,933.35	\$20,250.09
ZEMOTEL PAUL F	\$67.69	\$0.00
ZEMOTEL VIRGINIA	\$58.02	\$0.00
ZEMOTEL WALTER F	\$521.04	\$0.00
ZUTHER MARTHA B	\$82,654.80	\$621.50
TOTAL	\$29,772,298.64	\$2,473,193.20

REPORT OF THE TOWN ACCOUNTANT

State law requires the Town of Hanover to publish at the close of each fiscal year a complete set of financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP) that are audited in accordance with generally accepted auditing standards by a licensed certified public accountant.

The report consists of management's representations concerning the finances of the Town. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in the report. To provide a reasonable basis for making these presentations, management of the Town has established a comprehensive internal control framework that is designed both to protect the Town's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the Town's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement.

At the time (November 28, 2011) that this report is being submitted for the Annual Town Report, the Town's financial statements are being audited by Melanson Heath, a licensed certified public accounting firm. The independent audit involves examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the account principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The auditor's report will be available for public inspection in the Town Clerk's office.

The independent audit of the financial statements of the Town is part of a broader, federally mandated "Single Audit" designed to meet the special needs of Federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of Federal awards. These reports will be available in the Town's Audited Financial Report.

Municipal Services

The Town provides general governmental services within its boundaries including public education in grades kindergarten through twelve, police and fire protection, water distribution, public works, parks and recreation, veterans' services, public health, elder services and a public library. The water enterprise fund is self-supporting. In addition, the Town maintains a solid waste recycling and disposal facility.

Factors Affecting Economic Condition

The Town continues to manage its financial affairs pursuant to the constraints imposed by Proposition 2½. It has maintained its bond rating of Aa2 issued by Moody's Investors Service by incorporating long-range planning tools such as a Capital Improvement Program and maintaining reserve balances despite tight budgets.

In addition, the Town has enhanced its revenue flexibility by establishing a water enterprise fund. This has allowed the Town to shift one hundred percent of the operating cost, capital improvements, and related debt to the users of water so that no tax support is required. By doing so the Town is able to provide the maximum tax dollars available to all other services.

Internal Controls

Management of the Town is responsible for establishing and maintaining an internal control structure designed to ensure the assets of the Town are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles.

Budgetary Controls

The Town Manager prepares a balanced budget and presents it to the Board of Selectmen and Advisory Committee. The Advisory Committee will hold public meetings with various departments. A budget is then presented to the Annual Town Meeting.

The level of budgetary control is established by Town Meeting and this approval defines the level at which expenditures may not exceed appropriations. This level is at the departmental function salary and expense level. The Town Accountant is responsible for ensuring all payroll and invoices are within the budgetary control level before authorizing payment. Additional appropriations may be approved at subsequent Town Meetings. The Advisory Committee may approve during the year a transfer from a reserve fund established at Town Meeting. These controls ensure compliance with the budget approved by Town Meeting.

Cash Management

Cash management is handled by the Town Treasurer. The Town Treasurer monitors the Town's cash flow and provides for the investment of Town funds. The Treasurer seeks to maximize the return on Town funds while maintaining adequate protection and liquidity of funds.

Quarterly tax billings and excellent collection rates have eliminated the need to borrow on a short-term basis to maintain cash flow. The Town's investment options are governed by Massachusetts General Laws and focus on safety, liquidity and yield.

Risk Management

The Town manages its exposures to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters are covered through policies purchased from commercial carriers. Additional information on the Town's risk management activity can be found in the notes to the financial statements or by contacting the Town Manager.

Pension and other Post Employment Benefits

The Town contributes to the Plymouth County Retirement System, a defined pension plan. An independent actuary engaged by the governing Retirement Board calculates the amount of the annual contribution that the Town must make to the pension plan to ensure that the plan will be able to fully meet its obligations to retired employees on a timely basis. As required by law, the Town fully funds each year's annual required contribution to the pension plan as determined by the actuary.

The Town also provides post retirement health care benefits for certain retirees and their dependents. At June 30, 2011 there were 332 retired employees receiving these benefits, which are financed on a pay-as-you-go basis.

Revenues

Fiscal Year 2011 General Fund revenues (net of refunds) totaled \$44,569,129. This represented an increase of \$347,372, or a .78% increase over Fiscal Year 2010. Property Taxes were the single largest revenue source, representing approximately 72.2% of the General Fund revenues. Real and Personal Property Tax revenues increased \$531,742 to \$32,215,953 during Fiscal Year 2011. Intergovernmental revenues (State Aid) comprised the Town's next largest revenue source, representing approximately 20% of the General Fund. Motor vehicle excise, which is the third major revenue source at 4%, increased \$57,861 or 3.1% from Fiscal Year 2010.

In addition to the operating revenue received, \$1,034,162 was transferred from the Ambulance, Cemetery, Water Enterprise, and other dedicated sources. These transfers and the \$1,598,827 appropriated from Free Cash were required to balance the budget approved at the Annual Town Meeting in May 2010.

The following table presents revenues by source for Fiscal Year 2011 and the variance from Fiscal Year 2010.

FY2011 General Fund Revenues

From FY2010			Increase (Decrease)	
<u>Revenue Source</u>	<u>Amount</u>	<u>Percent of Total</u>	<u>Amount</u>	<u>Percent of Change</u>
Property Taxes	32,215,953	72.2%	531,742	1.7%
Intergovernmental	8,849,890	19.9%	-60,443	-.6%
Excises	1,875,266	4.2%	57,861	3.1%
PILOT	232,505	.5%	-948	-.4%
Investment Income	71,327	.2%	-8,564	-12.0%
Licenses & Permits	430,558	.9%	11,554	2.7%
Departmental	571,742	1.3%	-135,263	-19.1%
Fines	92,811	.2%	21,339	-18.7%
Penalties & Interest	163,725	.4%	-23,715	-12.6%
Misc.	65,552	.2		
Total Revenue	<u>\$44,569,129</u>	<u>100%</u>	<u>\$347,372</u>	<u>.78%</u>
Net Transfers in (out)	1,034,162		-15,207	
Free Cash	<u>1,598,827</u>		<u>91,673</u>	
Appropriation				
Total Sources	47,202,118		423,838	

Expenditures

Compared to Fiscal Year 2010, FY2011 General Fund total expenditures increased .9% from \$44,531,960 to \$44,946,622.

The following table presents expenditures by function for Fiscal Year 2011 and the variance from Fiscal 2010.

FY2011 General Fund Expenditures

Increase (Decrease) From FY10				
<u>Function</u>	<u>Amount</u>	<u>Percent of Total</u>	<u>Amount</u>	<u>Percent of Change</u>
General Gov't	1,520,218	3.4%	1,520,518	0%
Public Safety	6,098,875	13.5%	6,051,452	.8%
Education	24,124,664	53.9%	24,208,206	-.3%
Public Works	2,703,891	5.5%	2,455,609	10.1%
Human Services	368,042	0.7%	324,426	13.4%
Library & Rec.	570,901	1.3%	569,001	.3%
Debt Service	3,726,339	8.8%	3,952,358	-5.7%
Assessments	538,829	1.1%	510,814	5.5%
Employee Benefits	5,805,637	11.5%	5,182,972	12%
Prop/Liability	<u>\$194,129</u>	<u>.4%</u>	<u>171,262</u>	<u>13.4%</u>
Total	45,651,524	100%	44,946,518	1.5%

General Fund Balances and Cash Position

The Town ended Fiscal Year 2011 with a total General Fund Undesignated Fund Balance of \$2,747,077. General Fund cash and short-term investments totaled \$30,251,607. Because of aggressive cash management and timely issuance of tax bills, the Town did not issue Tax Anticipation Notes during the fiscal year.

The following table presents the changes in the Town's Undesignated General Fund Balance between Fiscal Years 2006 and 2011.

<u>Fiscal Year</u>	<u>Undesignated General Fund Balance</u>	<u>Percent of Revenue</u>
2006	\$2,276,653	6.0%
2007	\$3,140,079	7.8%
2008	\$2,536,265	6.1%
2009	\$2,225,225	4.9%
2010	\$2,823,225	6.4%
2011	\$2,747,077	6.1%

In connection with the operating budget, the Town annually prepares both a capital budget for the upcoming Fiscal Year and a Capital Improvement Program that is used as a guide for future capital improvements. The Town has completed a 15 year capital facilities study with DRA architects. The FY 13 budget will incorporate some recommendations that were made as part of the 15 year capital study.

In order to sustain the Town's financial stability while continuing to upgrade the Town's infrastructure, the Town carefully controls debt issuance. As of June 30, 2011, outstanding general obligation bonds totaled \$39,438,313.

Finally, I would like to thank all Town Officials, Boards, Committees and employees for their assistance and cooperation during this past year.

Respectfully submitted,
Jennifer Petit
*Director of Municipal Finance
and Town Accountant*

**TOWN OF HANOVER
MASSACHUSETTS
BALANCE SHEET - JUNE 30,
2011
SPECIAL REVENUE FUND**

ASSETS

Cash		3,951,842.33
2007 Community Preservation Act Receivable	65.54	
2008 Community Preservation Act Receivable	108.74	
2009 Community Preservation Act Receivable	1,210.75	
2010 Community Preservation Act Receivable	1,586.03	
2011 Community Preservation Act Receivable	6,750.04	
		9,721.10
Total Assets		<u>3,961,563.43</u>

LIABILITIES AND FUND EQUITY

Liabilities:		
Warrants Payable	44,653.88	
BANS Payable	3,100,000.00	
		3,144,653.88
Deferred Revenue:		
Deferred Revenue CPA Receivable 2007	65.54	
Deferred Revenue CPA Receivable 2008	108.74	
Deferred Revenue CPA Receivable 2009	1,210.75	
Deferred Revenue CPA Receivable 2010	1,586.03	
Deferred Revenue CPA Receivable 2011	6,750.04	
		9,721.10
Total Liabilities		3,154,374.98
Reserved Fund Balance:		
Reserved for Encumbrances	921,621.60	
Reserved for Expenditures	850,000.00	
Reserved for Open Space	114,873.55	
Reserved for Historic Resources	133,173.55	

Reserved for Affordable Housing	104,873.55	
Reserved for King Street Construction	(2,021,081.35)	
unreserved Fund Balance	703,727.55	
Total Reserve Fund Balance		807,188.45
Total Liabilites and Fund Balance		<u>3,961,563.43</u>

**TOWN OF HANOVER
MASSACHUSETTS**

BALANCE SHEET - JUNE 30, 2011

SPECIAL REVENUE FUND

ASSETS

Cash		2,038,058.03
Septic Betterments Receivable	5,567.36	
2006 Waterways Receivable	17.50	
2007 Waterways Receivable	103.38	
2008 Waterways Receivable	89.00	
2009 Waterways Receivable	125.50	
2010 Waterways Receivable	328.50	
2011 Waterways Receivable	229.99	
MHD Chapter 90 Agreement Receivable	1,227,552.35	
		1,234,013.58
Total Assets		<u>3,272,071.61</u>

LIABILITIES AND FUND EQUITY

Liabilities:

Warrants Payable	103,004.27	
Deposits Planning Board	86,702.12	
Deposits Conservation Commission	7,912.62	
Deposits Board of Health	3,672.10	
DPW Deposits	11,472.14	-
Fire Dept		

	3,700.00	
Forfeited Deposit Planning Board	88,942.48	
ZBA Review	11,001.98	
		316,407.71
Deferred Revenue:		
Deferred Revenue Septic Betterment Receivable	5,567.36	
Deferred Revenue Waterways Improvement	893.87	
Deferred Revenue MHD Chapter 90 Agreement	1,227,552.35	
		1,234,013.58
Total Liabilities		1,550,421.29
Reserved Fund Balance:		
Reserved for Petty Cash	13,100.00	
Cemetery Capital Improvement	228,318.25	
Sale of Cemetery Lots	107,303.75	
Insurance Proceeds	1,320.87	
WPAT Loan Repayment	72,125.63	
Waterways Improvement	3,702.68	
Local Education Fund	642.37	
Senior Tax Assistance	689.46	
Wetlands Protection Fund	27,683.40	
Total Reserve Fund Balance		454,886.41
Unreserved Fund Balance:		

FY 09 Traffic Enforcement	-
FY 10 Traffic Enforcement	1,598.40
FY09 Assistance to Firefighters Grant	0.45
FY11 Traffic Enforcement	(958.77)
FY 11 Region 4B BOH Phase 1	1,351.12
FY 11 #140 Title IIA	3,710.00
FY 11 #240 SPED Entitlement	5,041.00
FY 11 #305 Title I	10,718.80
FY 11 Title I Carryover	931.00
BOH Emergency Preparedness	1,033.02
DEM Greenways Grant	1,831.92
Green Community Grant DOER	48,123.71
FY 04 Fire Safety Grant	505.10
FY 09 Fire Safety Grant	2,740.11
FY 09 E911 Grant #2	-
FY 10 Fire Safety Grant	3,779.17
FY11 ECC State 911 Training Grant	(3,358.93)
Highway Safety Seatbelt	2,995.00
FY 10 Academic Support	0.94
FY 11 Sped Circuit Breaker Grant	83,096.00
ES Health Services Grant	2,754.70
MTC Green Schools Grant	5,000.00
MRIP Grant	5,160.34
CH90 Whiting St #384421	0.32

COA Formula Grant	229.95
FY 08 VSO training	522.96
FY 08 COA Service incentive Grant	61.00
Septic Management Grant	18,345.42
Septic Management Interest	46,621.95
Cultural Council Grant	17,901.12
Library MEG Grant	69,018.97
Summer School Tuition	654.34
School Athletic Revolving Fund	59,500.70
School Lost Book Reimbursement	14,397.01
School Building Rental	14,274.20
Indians Tepee MGL CH 71 S47	10,909.64
High School Student Activities	46,714.13
Middle School Student Activities	16,257.09
Cedar School Student Activities	3,278.47
Center School Student Activities	1,084.69
Middle School Enrichment	10,073.28
Cedar School Before/After	14,907.85
Center School Before/After	31,887.45
Senior Christmas Dinner	2,062.33
Student Assistance Program	2,114.50
SPED Transportation Revolving Fund	27,180.41
Salmond Pre-School Revolving	2,393.24
Cedar Pre School Revolving Fund	27,895.85

Center Pre School Revolving	3,312.86
Cedar School PTA Grants	3,963.85
Center School PTA Grants	2,475.16
Sylvester School PTA Grants	2,239.20
Middle School PTA Grants	1,201.79
High School PTA Grants	3,767.19
Cedar School Other Grants/Gifts	4,022.00
Center School Other Grants/Gifts	2,476.87
Sylvester School Other Grants/Gifts	164.12
Middle School Other Grants/Gifts	2,966.80
High School Other Grants Gifts	10,300.35
SPED Revolving Fund	7,463.73
School Transportation Revolving	30,815.28
AP Exams	
Revolving	4,463.30
MT Grant	4.00
Extended Opp Night School	4,905.75
Extended Opp Cedar as enrichment	(1,044.94)
Extended C/S enrichment	9,466.03
Gifts Walmart Systemwide	2,603.58
Performance Troupe Revolving	269.59
Robotics	
Revolving	847.99
Jump and Go Revolving	9,199.52
Driver Ed	
Revolving	3,253.26
MS Library Revolving	3,255.45

Cedar Library	1,004.88
Center Library Revolving	7,660.15
MS After School Enrichment	8,663.94
Energy Revolving	154.00
Restitution/Town	1,254.07
Restitution/Police	1,370.00
Recreation Revolving	163,661.81
Insurance Proceeds	34,730.86
Affinity Card Program	0.23
Verizon PEG Payments	24,592.98
Conservation Order Penalty	5,224.10
Gifts/Cons Luddams Farm	3,573.51
Gift/Greenway Project	12,071.98
Gift/Conservation Fund	64,479.12
Gift/Walmart/Conservation	0.53
Gift/Fire Safety Education	628.99
Gift/Fire Pad	279.96
Gift/Police Dream Program	5,790.93
Gift/HPD Training Program	109.40
Gift Joan Frey Ambulance	9,019.71
Gift/Police Federal Forfeited Funds	10,658.41
Gift/Police Reward Fund	217.58
Gift/Last Resort	2,469.87
Gift/Police State Fofeited Funds	42,795.76

Gift/Walmart Software	16,875.00	
Gift/Walmart EMA	97.94	
Gift School Ballfields	141.66	
School/Boston Foundation Grant	2,000.00	
Gift/Compost Bin	968.00	
Gift/DPW Hazardous Material	4,744.14	
Gift/Route 53 Fund	268.44	
Gift/VNA	1,448.40	
Gift/COA	18,724.31	
Gift/John Curtis Library	14,785.09	
Gift/Walmart Library	240.00	
Hanover Cultural Council	9,995.24	
Gift/Bandstand Concerts	2,336.07	
Gift/Bandstand Permanent Fund	5,150.05	
Gift/300th Anniversary	425.17	
Gift/Tedeschi Recreation Fund	49,808.21	
Gift/Hanover at Play	7,106.14	
Park & Recreation Fund	3,310.00	
Hanover Playground Committee	944.60	
Veterans Gift Hanover Lions	250.00	
	-	
Total Unreserved Fund Balance		1,266,763.91

Total Liabilites and Fund Equity

3,272,071.61

**TOWN OF HANOVER
MASSACHUSETTS
BALANCE SHEET - JUNE
30, 2011
SPECIAL REVENUE FUND**

ASSETS

Cash		3,951,842.33
2007 Community Preservation Act Receivable	65.54	
2008 Community Preservation Act Receivable	108.74	
2009 Community Preservation Act Receivable	1,210.75	
2010 Community Preservation Act Receivable	1,586.03	
2011 Community Preservation Act Receivable	6,750.04	
		9,721.10

Total Assets

3,961,563.43

LIABILITIES AND FUND EQUITY

Liabilities:		
Warrants Payable	44,653.88	
BANS Payable	3,100,000.00	
		3,144,653.88
Deferred Revenue:		
Deferred Revenue CPA Receivable 2007	65.54	
Deferred Revenue CPA Receivable 2008	108.74	
Deferred Revenue CPA Receivable		

2009	1,210.75	
Deferred Revenue CPA Receivable		
2010	1,586.03	
Deferred Revenue CPA Receivable		
2011	6,750.04	
		9,721.10
Total Liabilities		3,154,374.98
Reserved Fund Balance:		
Reserved for		
Encumbrances	921,621.60	
Reserved for		
Expenditures	850,000.00	
Reserved for Open		
Space	114,873.55	
Reserved for Historic Resources	133,173.55	
Reserved for Affordable Housing	104,873.55	
Reserved for King Street		
Construction	(2,021,081.35)	
unreserved Fund		
Balance	703,727.55	
Total Reserve Fund		
Balance		807,188.45
Total Liabilities and Fund Balance		<u>3,961,563.43</u>

TOWN OF HANOVER
MASSACHUSETTS
BALANCE SHEET - JUNE 30,
2011
CAPITAL PROJECTS FUND

ASSETS

Cash	9,275,758.98
Due From	

MSBA	6,155,093.86
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-

Total Assets

15,430,852.84

LIABILITIES AND FUND EQUITY

Liabilities:

Warrants

Payable

1,418,008.72

BANS Payable

15,490,000.00

Deferred Revenue - MSBA

Reimbursement

6,155,093.86

23,063,102.58

**Total
Liabilities**

23,063,102.58

Reserved Fund

Balance:

Town Hall

HVAC

92.18

Public Safety

Computer

107.30

Fire Headquarters Roof

124.78

Fire Station 2

1,040.58

Forest Fire

Truck

44.32

SBAB School

Project

1,717.05

School Bld Needs

Committee

190.00

Sylvester School Boiler

10,797.92

MS Lighting

15,951.92

MS Elevator

3,090.78

Sylvester

Windows

30,728.59

DPW		
Equipment	1,941.11	
Landfill		
Capping	1,951.52	
Transfer St Compactor	121.92	
Bridge		
Program	43,820.74	
Multi-Tool		
Tractor	508.00	
Transfer Station Equip	55,076.00	
Senior Center Design	581.86	
Senior Center		
Construction	(872,890.01)	
Stetson House	1,932.89	
Recreation Backstops	68.00	
Financial		
Software	(15,074.46)	
Fire Engine	(449,945.20)	
High School	(6,464,227.53)	
Total Reserve Fund		
Balance		(7,632,249.74)
Total Liabilites and Fund		
Balance		<u>15,430,852.84</u>

TOWN OF HANOVER
MASSACHUSETTS
BALANCE SHEET - JUNE 30,
2011
WATER ENTERPRISE FUND

ASSETS

Cash

		1,826,454.51
Receivables:		
User Charges		
Receivable	392,002.84	
Utilities Liens Added to		
taxes	113,682.86	
		505,685.70
Total Assets		<u>2,332,140.21</u>

LIABILITIES AND FUND EQUITY

Liabilities:		
Warrants		
Payable	100,182.12	
BANS Payable	750,000.00	
Deferred		
Revenue	505,685.70	
Total		
Liabilities		1,355,867.82
Unreserved Fund		
Balance	329,274.35	
Reserve for		
Encumbrances	679,701.04	
Wind Turbine	(32,703.00)	
Total Reserve Fund		
Balance		976,272.39
Total Liabilites and Fund		
Balance		<u>2,332,140.21</u>

TOWN OF HANOVER

**MASSACHUSETTS
BALANCE SHEET - JUNE 30,
2011
AMBULANCE FUND**

ASSETS

Cash	1,008,396.99
------	--------------

Receivables: User Charges Receivable	509,535.38
--	------------

Total Assets	<u>1,517,932.37</u>
---------------------	----------------------------

LIABILITIES AND FUND EQUITY

Liabilities: warrants payable	1,653.70
Deferred Revenue	509,535.38

Total Liabilities	511,189.08
------------------------------	-------------------

Reserved Fund Balance	185,418.29
Reserved for Expenditures	821,325.00

Total Reserve Fund Balance	1,006,743.29
---------------------------------------	---------------------

Total Liabilites and Fund Balance	<u>1,517,932.37</u>
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**TOWN OF HANOVER
MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2011
SCHOOL LUNCH FUND**

ASSETS

Cash	9,818.26	
------	----------	--

Total Assets		<u>9,818.26</u>
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LIABILITIES AND FUND EQUITY

Liabilities:		
Warrants		
Payable		8,821.06

Total Liabilities		8,821.06
--------------------------	--	-----------------

Reserved Fund Balance	996.20	
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Total Reserve Fund Balance		997.20
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Total Liabilites and Fund Balance		<u>9,818.26</u>
--	--	------------------------

**TOWN OF HANOVER
MASSACHUSETTS
BALANCE SHEET - JUNE 30,
2011
TRUST FUNDS**

ASSETS

Cash		324,071.69
------	--	------------

Investments John Curtis Library	428,639.02
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Total Assets

752,710.71

LIABILITIES AND FUND EQUITY

Warrants
Payable

Reserved Fund Balance

Expendable

Florence Gross School Prize Trust	2,814.01
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William Dowden School Prize Trust	3,260.09
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Ahearn Scholarship Trust	(1,087.15)
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Sylvester School Repair Trust	1,516.93
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Salmond School Trust	35,228.99
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Washburnn Scholarship Trust	(1,996.38)
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Ellis Playground Trust	18,676.65
------------------------	-----------

Wilder Cemetery Trust	2,694.81
-----------------------	----------

John Curtis Library Trust	428,639.02
------------------------------	------------

Hall Playground Trust	7,581.51
-----------------------	----------

Cemetery Perpetual Care Income	15,506.11
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Cemetery Perpetual Care Principal	137,744.59
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George Higgins Memorial Award	1,380.24
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Jenkins Music Scholarship Trust	7,096.03
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Roswell Gardner Trust Fund	15,059.65
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William B. Sides Scholarship	
------------------------------	--

Trust	746.10
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Non-Expendable

Florence Gross School Prize Trust	1,500.00
Ahearn Scholarship Trust	41,721.26
Sylvester School Repair Trust	5,000.00
Salmond School Trust	5,000.00
Washburnn Scholarship Trust	7,412.92
Ellis Playground Trust	10,000.00
Wilder Cemetery Trust	715.33
Hall Playground Trust	5,000.00
George Higgins Memorial Award	1,500.00

Total Liabilities and Fund Equity

752,710.71

**TOWN OF HANOVER
MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2011
AGENCY FUNDS**

ASSETS

Cash	668,070.00
------	------------

Total Assets

LIABILITIES

LIABILITIES:

Warrants Payable	4,967.07
Due To Commonwealth Fish and Game Licenses	(283.30)
Due To Commonwealth Pistol Permits	1,487.50
Deposits-Conservation Inactive Consultant Review	9,630.08
Deposits-PlanningInactive Consulant Review	16,536.50
Hanover Housing Authority Payable	1,452.65
Hanover Housing Authority Barstow Village	50,000.00
Guarantee Deposit-Sealund Corp.	3,304.78
Guarantee Deposit-Bickford Farm Subdivision	8,737.98
Guarantee Deposit-Planning Longwater	32,537.69
Guarantee Deposit-Planning Buffam Rd	10,496.03
Guarantee Deposit-Planning/Wessling	6,297.59
Guarantee Deposit-Deerfield Farm	10,496.02
Guarantee Deposit-Planning/C&S Development	7,347.18
Guarantee Deposit-WJ Murphy/Berry Street	15,744.03
Guarantee Deposit-Broadway Development	8,396.83
Guarantee Deposit-Planning Wal-Mart/Hanoer Mall	20,992.10
Guarantee Deposit-Planning/Ridder/Elijahs Path	20,347.49
Guarantee Deposit-Planning/Witstp Village Square	62,976.23
Guarantee Deposit-Planning/Sunset Point	54,461.71
Guarantee Deposit-Johnson/River	65,804.35
Guarantee Deposit-Planning/Living Hope Four Sq Church	18.98
Guarantee Deposit-Planning/Great Acres Estate	5,137.58
Guarantee Deposit-Planning/Morse Farms	

	71.30
Guarantee Deposit-Planning/Nash 07	9.79
Guarantee Deposit-Planning/Elms Condominium Trust	62,115.84
Guarantee Deposit-Planning/Bay colony Assoc.	5,002.00
Guarantee Deposit-Conservation/200 Webster	2,099.43
Guarantee Deposit-Conservation/Construction Corp	2,783.17
Guarantee Deposit-Conservation/Sinnco Ltd	1,574.56
Guarantee Deposit-Conservation/Kostigan & Co.	3,149.17
Guarantee Deposit-Conservation/Williams Winslow	5,248.58
Guarantee Deposit-Conservation/KJ Realty	314.87
Guarantee Deposit-Conservation/McSweeney/876 Broadway	525.61
Guarantee Deposit-Conservation/JPD Nominee	12,596.61
Guarantee Deposit-Conservation/2100 Washington Street	1,784.54
Guarantee Deposit-Conservation/590 Main street	2,624.29
Guarantee Deposit-Conservation/405 Washington Street	4,198.86
Guarantee Deposit-Conservation/50 Forest Street	4,198.86
Guarantee Deposit-Conservation/Broadway Glen	20,994.34
Guarantee Deposit-Conservation/AW Perry Spring Meadow	2,043.17
Guarantee Deposit-Conservation/Esposito/1504 Hanover Sreet	2,099.42
Guarantee Deposit-Conservation/Rodriguez/70 Elm Street	3,674.04
Guarantee Deposit-Conservation/JVO Morse Farms Estate	3,674.04
Guarantee Deposit-Conservation/Hanover Washington Target	4,625.66
Guarantee Deposit-Conservation/Senior Center Project	3,528.53
Guarantee Deposit-Conservation/King Street Project	3,519.01
Guarantee Deposit-Conservation/342 Circuit Street	

	501.01
Deposit DPW/Stop & Shop	308.80
DPW Contractor Performance Bonds	13,500.00
ZBA Appeal 2006-34V	174.87
ZBA Barstow Village	177.28
ZBA Woodland Village	592.02
ZBA Bunker 1041 Main Street	142.50
ZBA Goldthwait	77.74
ZBA Hash 982 Main	113.62
ZBA Hassett/2010-8SP	105.26
ZBA/33R Water St/Holmes/2010-9V	150.35
ZBA/Quan/871 Washington/2011IV	113.62
ZBA/Kelly/447 Cedar St/2011-25P	127.28
ZBA/Briggs/149 Main St	41.86
ZBA/Pantooset Farms	133.26
Police Off Duty Details	663.35
Fire Off Duty Details	4,108.16
School Work Details	12,908.01
Hanover Mall Police	8,614.78
Mall Retirement	27,262.02
Hanover Mall Police Contract	28,911.45

Total Liabilities

**TOWN OF HANOVER
MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2011
LONG TERM DEBT**

ASSETS

Amounts to be Provided for Payment of Bonds	39,438,313.00
Bonds	
Authorized	42,490,500.00
Total Assets	<u>81,928,813.00</u>

Liabilities

Bonds Payable	39,438,313.00
Bonds Authorized &	
Unissued	42,490,500.00
Total Liabilities	<u>81,928,813.00</u>

TOWN OF HANOVER, MASSACHUSETTS
COMBINED BALANCE SHEET - ALL FUNDS AND ACCOUNT GROUPS
FISCAL YEAR ENDED JUNE 30, 2011

	GOVERNMENTAL FUND TYPES			PROPRIETARY FUND TYPES	FIDUCIARY FUND TYPES		ACCOUNT GROUPS	TOTAL
	General	Special	Capital	Water	Trust	Agency	General	Fund
	<u>Fund</u>	<u>Revenue Fund</u>	<u>Projects</u> <u>Fund</u>	<u>Enterprise</u>	<u>Funds</u>	<u>Funds</u>	<u>Obligations</u>	<u>Balance</u>
ASSETS:								
Cash	10,727,486	7,008,116	9,275,759	1,826,455	324,072	668,070		29,829,957
Investments					428,639			428,639
Receivables:								
Property Taxes	620,957							620,957
Tax Liens and								
Foreclosures	700,719							700,719
Allowance for								
Abatements	(532,044)							(532,044)
Motor Vehicle								
Excise	176,488							176,488
Boat Excise	894							894
Water Rates &								
Services				392,003				392,003
Water Liens				113,683				113,683
Departmental		525,718						525,718
Due from Other								
Governments	8,883,612	1,227,552	6,155,094					16,266,258
Amounts to be							39,438,313	39,438,313
Provided								
Bonds Authorized				0			42,490,500	42,490,500
Total Assets	<u>20,578,112</u>	<u>8,761,386</u>	<u>15,430,853</u>	<u>2,332,140</u>	<u>752,711</u>	<u>668,070</u>	<u>81,928,813</u>	<u>130,452,085</u>
LIABILITIES AND FUND BALANCES:								
Liabilities:								
Warrants								
Payable	780,492	158,133	1,418,009	100,182		4,967		2,461,783
Accounts								
Payable	29,051			0				29,051
BANS Payable		3,100,000	15,490,000	750,000				19,340,000
Other Liabilities	1,115,861	213,403		0		663,103		1,992,367
General								
Obligation Bonds								
Payable				0			39,438,313	39,438,313
Bonds								
Authorized &								
Unissued							42,490,500	42,490,500
Deferred								
Revenue	<u>9,850,626</u>	<u>1,753,270</u>	6,155,094	<u>505,686</u>				<u>18,264,676</u>

Total Liabilities	<u>11,776,030</u>	<u>5,224,806</u>	<u>23,063,103</u>	<u>1,355,868</u>	<u>0</u>	<u>668,070</u>	<u>81,928,813</u>	<u>124,016,690</u>
Fund Balances:								
Reserved for Encumbrances and Continuing Appropriations	1,299,054	921,622		679,701				2,900,376
Reserved for Expenditures	2,394,387	850,000		0	0			3,244,387
Reserved for Nonexpendable Trust					0			0
Reserved - Other	2,361,565	(205,534)	(7,632,250)	(32,703)	752,711			(4,756,211)
Invested in Capital Assets, Net				0				0
Retained Earnings - Unreserved				329,274				329,274
Unreserved	<u>2,747,077</u>	<u>1,970,491</u>	<u>0</u>					<u>4,717,569</u>
Total Fund Balances	<u>8,802,083</u>	<u>3,536,579</u>	<u>(7,632,250)</u>	<u>976,272</u>	<u>752,711</u>	<u>0</u>	<u>0</u>	<u>6,435,395</u>
Total Liabilities & Fund Balances	<u>20,578,112</u>	<u>8,761,386</u>	<u>15,430,853</u>	<u>2,332,140</u>	<u>752,711</u>	<u>668,070</u>	<u>81,928,813</u>	<u>130,452,085</u>

**Town of
Hanover
General Fund
Revenues, Expenditures and Changes in Fund Equity
Fiscal Year
2010**

Revenues:

Real Estate Taxes	31,400,833
Personal Property Taxes	733,779
Tax Liens	71,679
Deferred Taxes Redeemed	9,662
Local Receipts (see budget/actual)	3,506,248
State receipts (see Budget/Actual)	7,961,308
MBTE Receipts	2,050
MSBA Reimbursement	

	888,582
Medicaid reimbursement	56,154
BAN premium	221,907
stabilization Interest	
Total Revenues	44,852,202
Expenditures:	
See Appropriationa dn Expenditure Schedule	45,112,694
State and County Expenditures	538,830
Total Expenditures	45,651,524
Revenues over (under) expenditures	(799,322)
Other Financing Sources and Uses:	
Transfer in from Special Revenue Funds	666,534
Transfer in from Capital Projects Fund	-
Transfer in from Water Enterprise Fund	336,749
Transfer in from Trust Funds	30,879
Transfer out to Trust Funds	-
Transfer out to Agency Fund	-
Transfer out to Special Revenue Fund	(2,384)
Transfer out to Water Enterprise	-
Revenues and Other Financing Sources over (under)	232,456
Expenditures and Other Financing Uses	
Adjustments of liabilities in fund balance	
Fund Equity Beginning of	

8,569,626

8,802,082

	Enc			Other	Total	3% &	Special
	Carried	Raise &		Transfer			
	Forward	Appropriate	Free Cash	from	Available	ATM	Reserve
Department	Forward	Appropriate	Free Cash	Other	Funds	encumbered	Fund
				Funds			Meeting
Board of Selectmen							
Salaries		297,984.00				297,984.00	
expenses		11,450.00				11,450.00	
Art 52/11							
King		9,000.00				9,000.00	
prior year							
encum							
Art 54/03							
Rte 53	27,425.45					27,425.45	
Art 19/10	2,500.00					2,500.00	
Advisory							
Committee							
Salaries		3,813.00				3,813.00	
Expenses		159.00				159.00	
Finance							
Department							
Salaries		419,406.00				419,406.00	
Expenses		79,178.00				79,178.00	
prior year							
encum	168.00					168.00	

Town audit Board of Assessors		27,500.00		27,500.00	3,000.00
Salaries		141,506.00		141,506.00	
Expenses prior year encum	12,895.53	38,062.00		38,062.00	
Capital Imp Committee				12,895.53	
				-	
Salaries		1,939.00		1,939.00	
expenses Art 56/10 Bldg Study Legal	31,605.15	-		-	
				31,605.15	
expenses prior year encum		134,900.00		134,900.00	
Central Computer				-	
Salaries		83,287.00		83,287.00	
expenses prior year encum	13,597.83	36,305.00		36,305.00	
Town Clerk				13,597.83	
Salaries		92,421.00		92,421.00	
expenses prior year encum		4,445.00		4,445.00	
Elections & TM				-	
Salaries		27,300.00		27,300.00	
expenses prior year encum		25,560.00		25,560.00	
Registrars				-	
Salaries		25,356.00		25,356.00	
expenses ZBA		7,444.00		7,444.00	

Salaries	-	-		
expenses	-	-		
Town Hall				
expenses	110,910.00	110,910.00		(82.00)
prior year				
encum	4,002.50	4,002.50		
Unpaid Bill		-		82.00
Police				
Department				
Salaries	2,501,549.00	2,501,549.00		
expenses	227,137.00	227,137.00		10,000.00
prior year				
encum	5,500.00	5,500.00		
Art 17/10				
Cruisers	12,500.25	12,500.25		
Art 18/11				
Cruiser		60,000.00	60,000.00	
Nextel	-			
expenses	11,500.00	11,500.00		
prior year				
encum	1,000.00	1,000.00		
Fire				
Department				
Salaries	1,705,844.00	375,000.00	2,080,844.00	1,000.00
expenses	145,000.00	88,050.00	233,050.00	7,000.00
prior year				
encum	7,654.45		7,654.45	
Art 43/09				
Fire Hdqtrs	10,000.00		10,000.00	
DMI				
Salaries	523,938.00	9,000.00	532,938.00	
expenses	37,400.00	1,000.00	38,400.00	
prior year				
encum	2,092.25		2,092.25	
Art 56/09				
GIS software	39,934.39		39,934.39	
Art 23/11				
GIS		16,544.00	16,544.00	

Emergency Mgmt			-	
expenses	2,100.00		2,100.00	
Animal Control				
Salaries	15,735.00		15,735.00	
expenses	3,743.00		3,743.00	
ECC				
Salaries	496,625.00		496,625.00	
expenses	54,910.00		54,910.00	6,000.00
prior year encum			-	
School				
expenses	23,132,796.00		23,132,796.00	
prior year encum	195,562.47		195,562.47	
Install Equip A1/12				25,000.00
North River Collab	7,500.00		7,500.00	
prior year encum			-	
Peg Access	102,000.00		102,000.00	
prior year encum	86,545.93		86,545.93	
SS Regional School	794,793.00		794,793.00	
DPW Admin				
Salaries	171,500.00		171,500.00	
expenses	18,000.00		18,000.00	
DPW Highway				
Salaries	356,500.00		356,500.00	
expenses	145,000.00		145,000.00	
prior year encum	20,061.20		20,061.20	
Art 10/09 STM Teagues	25,000.00		25,000.00	

Art 66/ Pavemnt Mgmt	66,859.85			66,859.85	
Art 19/11 Pick up truck Snow & Ice		36,000.00		36,000.00	
Salaries		73,000.00		73,000.00	5,712.00
expenses Streetlights		307,000.00		307,000.00	186,648.00
expenses DPW Public Grounds		61,320.00		61,320.00	(15,000.00)
Salaries		176,300.00		176,300.00	
expenses prior year encum	250.00	43,200.00		43,200.00	
Transfer Station				250.00	
Salaries		202,500.00		202,500.00	
Expenses Prior year encumbrance	37,850.00	764,500.00		764,500.00	(150,000.00)
Cemetery				37,850.00	
Salaries		41,500.00	65,000.00	106,500.00	
Expenses Art 50/03 Engineering	6,130.50	4,800.00	10,000.00	14,800.00	
Art 51/03 Fence	10,994.02			6,130.50	
Town Fuel Pump				10,994.02	
Expenses prior year encum	100.00	266,700.00		266,700.00	(20,000.00)
Engineering Manager				100.00	
Salaries		80,000.00		80,000.00	
Visiting Nurse				-	

Salaries	94,452.00	-	94,452.00	
Expenses COA	1,500.00		1,500.00	
Salaries	148,382.00		148,382.00	
Expenses prior year	61,285.00		61,285.00	
encum Veterans Agent	1,086.71		1,086.71	
Salaries	11,700.00		11,700.00	6,000.00
expenses	7,891.00		7,891.00	
Benefits	53,000.00		53,000.00	20,000.00
Unpaid Bill Library				
Salaries	342,606.00		342,606.00	
expenses prior year	178,207.00		178,207.00	
encum	857.67		857.67	
Art 15/11 Library Fines Parks and Recreation		15,239.00	15,239.00	
Salaries Art 9-13, 05- 09	-	40,932.00	40,932.00	
	3,336.72		3,336.72	
Debt Service				
Principal	2,348,700.00	55,872.00	2,404,572.00	
Interest	1,311,583.00	3,263.00	1,314,846.00	
Short Term Other	25,000.00	7,000.00	32,000.00	
Interest bond	2,500.00		2,500.00	
Issuance Prior year expense	85,000.00		85,000.00	
			-	

State									
Assessments	-					-			
County									
Assessments						-			
Pension									
FICA/Medicare	395,000.00					395,000.00			
Plymouth County									
Retirement	2,097,087.00		-			2,097,087.00		(7,360.00)	
Workers									
Comp	175,833.00					175,833.00			
Unemployment Benefits	139,970.00					139,970.00		50,000.00	
prior year									
encum	7,049.00					7,049.00			
Health									
insurance	1,296,852.00		1,598,827.00			2,895,679.00		(86,000.00)	
prior year									
encum						-			
Group Life	14,900.00					14,900.00			
Education									
Benefits	6,000.00					6,000.00			
Sick Leave									
Benefits									
Art 10/11	175,000.00					175,000.00			
Art 9/11	124,000.00					124,000.00			
prior year									
Art encum	857,879.06					857,879.06			
Employee									
Medical	52,945.00					52,945.00			
Prior year									
expense	7,574.04					7,574.04			
Property &									
Liability	263,500.00					263,500.00		(25,000.00)	
County Aid to Agriculture	-					-			
Reserve Fund Transfers	190,000.00					190,000.00		(17,000.00)	
						47,534,947.97			
	1,498,012.97	43,655,208.00	1,710,066.00	-	671,661.00	47,534,947.97	-	-	

TOWN OF HANOVER
State and Local Receipts-Budget vs Actual
Fiscal
2011

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Local Receipts:			
Motor Vehicle Excise	1,575,000	1,875,266	300,266
Other Excise	1,000	1,620	620
Penalties & Interest	90,000	163,725	73,725
PILOT	100,000	232,505	132,505
Fees	450,000	540,804	90,804
Rentals	27,500	30,938	3,438
Licenses & Permits	300,000	430,558	130,558
Fines and Forfeits	50,000	92,811	42,811
Investment Income	50,000	71,327	21,327
misc		65,552	65,552
Total Local	2,643,500	3,505,106	861,606
State Receipts:			
School Aid Chapter 70	5,935,651	5,935,651	-

Charter Tuition Reimbursements	64,011	80,926	16,915
Unrestricted Government Aid	1,791,747	1,791,747	-
Police Career Incentive	11,057	11,698	641
Veteran's Benefits	38,355	39,806	1,451
Exemptions, Vets Blind Elderly	49,355	95,171	45,816
State Owned Land	6,309	6,309	-
Total State	7,896,485	7,961,308	64,823

REPORT OF THE HANOVER PUBLIC SCHOOLS

It is with great pleasure that I submit the annual report for the 2010-2011 school year for Hanover Public Schools. During last year the challenge remained the same as it has been for the past few years - to maintain equity and excellence despite dwindling financial resources. Given the complexity and the demands of providing all students with quality programs and services, Hanover education is at a crossroads and our challenge to prepare students to compete in a global world will be made even more difficult if level funded budgets continue.

The good news continues to be the opening of the new Hanover High School in fall 2011. Administrators, staff and students look forward to moving into a new high school where an innovative “suite” design and variety in classroom space will create a state of the art 21st century teaching and learning environment.

2010 MCAS RESULTS

Our mission remains the same as last year - to consistently move more students into the Proficient and Advanced levels. The following highlights represent a snapshot of some of our success stories in raising the percentage of students scoring in the proficient and advanced categories:

- **Grade 4 ELA** **5% Increase**
- **Grade 4 Math** **6% Increase**
- **Grade 5 Science/Tech.** **11% Increase**
- **Grade 7 Math** **6% Increase**
- **Grade 10 ELA** **1% Increase**
- **Grade 10 Math** **7% Increase**
- **Grade 10 Science/Tech.** **5% Increase**

In addition, again for another year, Hanover Public Schools has achieved a performance rating of **Very High** in English Language Arts and **High** in Mathematics on the Federal Annual Yearly Progress (AYP) Report Card. These results mean that again as a district, Hanover Public

Schools has achieved Annual Yearly Progress (AYP) status as part of the Federal No Child Left Behind Act which mandates that all students must achieve proficiency by the year 2014.

Grade and Subject	% Advanced/		% Proficient		% Needs Improvement		% Warning/ Failing	
	District	State	District	State	District	State	District	State
GRADE 03 - READING	13	14	57	49	27	30	3	8
GRADE 03 - MATHEMATICS	25	25	45	40	22	24	8	11
GRADE 04 - ENGLISH LANGUAGE ARTS	12	11	59	43	28	35	1	12
GRADE 04 - MATHEMATICS	24	16	40	32	33	41	3	11
GRADE 05 - ENGLISH LANGUAGE ARTS	18	16	59	47	21	28	2	10
GRADE 05 - MATHEMATICS	32	25	33	30	29	28	6	17
GRADE 05 - SCIENCE AND TECHNOLOGY	24	15	47	38	26	36	3	11
GRADE 06 - ENGLISH LANGUAGE ARTS	27	15	57	54	12	21	4	9
GRADE 06 - MATHEMATICS	42	27	31	32	23	25	4	16
GRADE 07 - ENGLISH LANGUAGE ARTS	7	11	77	61	13	21	4	7
GRADE 07 - MATHEMATICS	15	14	48	39	27	27	10	19
GRADE 08 - ENGLISH LANGUAGE ARTS	23	17	69	61	7	16	1	7
GRADE 08 - MATHEMATICS	19	22	36	29	33	28	12	21
GRADE 08 - SCIENCE & TECHNOLOGY	3	4	51	36	40	41	6	19
GRADE 10 - ENGLISH LANGUAGE ARTS	38	26	57	52	4	18	1	4
GRADE 10 - MATHEMATICS	53	50	33	25	12	17	3	7
GRADE 10 – SCIENCE &	14	18	70	47	16	28	1	8

<u>TECHNOLOGY</u>								
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PUPIL PERSONNEL SERVICES

The Pupil Personnel Services Director's office oversees a variety of student support services including Special Education, Guidance, Nursing, English Language Learner Education, Home and Hospital Instruction, Early Education Care and Integrated Preschool, Child Find, Healthy School Environments, Homelessness, Readiness and Emergency Management, and Grants Management.

Special Education refers to specially designed instructional services beyond the general education program. Our goal is to provide every student with a free, appropriate public education allowing each student to achieve to his/her highest educational potential via access to the general education curriculum. These services are provided to children who have hidden or seen disabilities in any of the following areas: autism, developmental delay, intellectual impairment, sensory impairment – hearing, sensory impairment – deaf/blind, neurological impairment, emotional impairment, and communication impairment, or specific learning issue. Special Education services are inclusionary and provided in the least restrictive environment affording access to typically developing peers, to all aspects of the general education curriculum, and typically the opportunity to attend their neighborhood school. Services are provided by special educators, guidance counselors, school adjustment counselors, school psychologists, speech and language therapists, occupational therapists, physical therapists, nurses, paraprofessionals and applied behavior analysis tutors.

ESSENTIAL SCHOOL HEALTH SERVICES

School nurses are integral members of the educational team who assist each child to develop his/her full potential, physically, mentally and socially. The nurses provide comprehensive health services, teach disease prevention strategies, and foster the promotion of healthy lifestyles. There is ongoing collaboration between the Visiting Nurse Association, the Board of Health, the School Physician, and the school nurses to offer support families in need. The Health Advisory Council/Healthy Schools Committee is concerned with the physical well-being of our students. The purpose of this committee is to promote continued, open communication in the Hanover School community regarding healthy school environments. The Health Advisory Council/Healthy Schools Committee focuses its mission to include working collaboratively with staff to promote school environments that are healthy for all members of the school community. This is accomplished by keeping staff informed of best practices in school safety, cleaning standards, and the role of each individual staff member in creating a healthy school environment. An additional focus is to support health education opportunities, to facilitate healthy choices, and to link the schools with the community resources. This committee is diverse with representation from both the school community and the greater Hanover community.

RELATED SUPPORT SERVICES

The Pupil Personnel Services Director works closely with the English Language Learner Education tutor and building principals to guarantee appropriate instruction is provided to all students whose first language is not English. Professional development activities are offered to staff to increase their understanding of cultural nuances and respect for differences found in the

school population. Hanover Public Schools conducts all communication to a family whose first language is other than English in the primary language of the home.

Educational services in the home or hospital are provided upon receipt of appropriate documentation with sufficient frequency to allow the student to continue his or her educational program, as long as such services do not interfere with the medical needs of the student. The Director of Pupil Personnel Services coordinates tutorial services for eligible students with parents and appropriate staff in each of the schools. In the 2010-2011 school year nineteen students received services under this program and were able to complete all academic requirements in order to graduate or move to the next grade level of their education.

Early education childcare as mandated by law is provided through our Integrated Preschool Program, a multi-disciplinary collaborative model, in which the special education teacher, classroom assistant, speech and language therapist, occupational therapist, physical therapist, and behavioral therapist work closely together as a team to develop, foster, and promote each child's developmental skills. This program is designed for children ages three to five years with identified special needs as well as typically developing peers. These early intervening services are an essential educational service component available in each of our elementary schools.

The Hanover Public Schools conducts child find activities on an annual basis to notify the community of the availability of these services.

PROFESSIONAL DEVELOPMENT

In the 2010-2011 school year the Special Needs staff increased their knowledge in the following areas: Best Practices in Learning Disability Identification in the context of Response to Intervention, Differentiated Instruction, Written Expression, Social Thinking Across the Home and School Day, Improving Student Outcomes, Literacy, Co Teaching and Successful Inclusion, Assessment, Transition Planning, Use of Technology for Students with Disabilities, Introduction to Second Language Learning, Enriching Content for ESOL students, Enhancing English Language Learning in Elementary Classrooms, and Reading and Writing in the Sheltered Content Classrooms.

SPECIAL EDUCATION PARENT ADVISORY COUNCIL

In the spring of 2011 the Special Education Parent Advisory Council (SPED PAC), in conjunction with the Pupil Personnel Services Director and the Superintendent of Schools, hosted appreciation ceremonies to recognize members of the Hanover School Community nominated by parents for their remarkable contributions to all students' education. The goal of this program is to highlight the work being done every day by many talented school staff within our school district. Close to sixty staff members have been nominated at the close of the fifth year of this program.

READINESS AND EMERGENCY MANAGEMENT FOR SCHOOLS

Hanover Public Schools works closely with the police, fire and emergency personnel to prevent and plan for emergencies and to guarantee safety in all of its schools. Practice drills are conducted in conjunction with the Police and Fire Departments to make certain that all schools are able to respond effectively in emergency situations. Crisis teams are in place in each of our

schools. The members of every Crisis Team are familiar with the district's emergency procedures and protocols and able to implement the appropriate measures if the need arises.

GRANTS MANAGEMENT

Grants Management involves the development, preparation and submission of grant proposals to secure funding from federal and state agencies. The Pupil Personnel Services Director coordinates the management and compliance of various grants by writing and filing all Requests for Proposals, maintaining required files, preparing for payment of grant expenditures, tracking grant revenues, and reporting required data collection elements. Grant revenue is secured from the Department of Elementary and Secondary Education to support initiatives in the areas of Enhanced Teacher Quality, Early Education and Care, Special Education and remedial support services, Safe and Drug Free School environments, and Literacy. In the 2010-2011 school year Hanover Public Schools received approximately 1.3 million dollars from state and federal sources.

TECHNOLOGY

The mission of Hanover Public Schools' Technology Department *"is to provide superior educational opportunities for all stakeholders through the efficient and innovative use of technology."* There were a number of changes over the past year to the network that has become transparent to most users. First of all, a state-of-the-art system for reimaging Apple computers was integrated throughout the district. In addition Crash Plan Pro, crisis management software was selected and installed. Another major change over the past year revolved around increasing capacity in our LANs (local area networks). Because there is more and more reliance on the Internet as a source of information and collaboration, a decision was made to get as much bandwidth as possible. Each school is now running at top-of-the-line business class speeds (50 MB down/20 MB up) from Verizon FiOS.

Having an up-to-date inventory is also important for us. FileMaker Pro Advanced server was activated to create a web-based interface that allows us to enter data and query our inventory from any Internet-connected computer.

We are also pleased that the town has agreed with our efforts to maintain all PEG (public-education-government) cable access channels under the umbrella of the school district. This means that we have been able to hire a cable access media specialist who is responsible for supporting and "growing" cablecasting in the town of Hanover.

With respect to new personnel, we replaced our network administrator John Sousa who was hired last summer. In addition, with PEG funds, Colleen Smith was hired as the town's cable access specialist in June.

The following are some of the improvements and changes that were accomplished during the past years at the different schools:

HANOVER HIGH SCHOOL

- Internet Filter - Replaced Internet filter for increased network speed
- Computers - Replaced twenty end-of-life teacher PCs with upgraded PCs

- Library Lab - Replaced twenty computers with 20" Intel-based iMacs
- Graphics Lab - Upgraded twenty-seven computers to 20" Intel-based iMacs
- Classroom Computers - Added two 27" iMac (cable-funded) for cable broadcast production
- Bloxx Filter - Added network appliance that allows for access to approved YouTube video content
- Network - Moved 800+ users from outdated Windows server system to new Mac-based server system which increased performance and reduced wait time for files/websites
- Network - Remote access has been enabled to allow assistance to Macs from any location in order to reduce problem resolution time
- Network - Set power settings for timed startup and shutdown of Macs
- Network - Added three Ethernet "home runs" from server closet to room 208 for increased bandwidth for file transfer in digital production classroom
- Software - Upgraded Adobe CS3 to CS5 (Photoshop, Dreamweaver, Flash, etc.
- Obsolete Equipment - Removed all obsolete equipment and sent it to CRTR for environmentally-responsible recycling

HANOVER MIDDLE SCHOOL

- Server - Replaced server and upgraded storage capacity
- Internet Filter - Replaced Internet filter for increased network speed
- Digital Music Lab - Replaced four aging computers with 20" Intel-based iMacs; added two 27" iMacs (cable-funded) for cable broadcast production
- Classroom Computers - Added four 21.5" iMacs (cable-funded) for cable broadcast production
- Classroom Computers - Replaced all grade 5 eMacs with 20" iMacs
- Interactive Whiteboard - Purchased eight PolyVision eno boards
- RM Math Player - Purchased site license
- Purchased RM Education tablet for math teachers
- Obsolete Equipment - Removed all obsolete equipment and sent it to CRTR for environmentally-responsible recycling

CEDAR ELEMENTARY SCHOOL

- Server - Replaced server and upgraded storage capacity
- Printers - Added two monochrome printers to the network
- Internet Filter - Replaced Internet filter for increased network speed
- Bluetooth Tablets - Purchased fifteen RM Education tablets for teachers
- Classroom Computers - Added one 27" iMac (cable-funded) for cable broadcast production
- Interactive Whiteboard - Purchased four PolyVision eno boards
- SmartCarts - Installed fifteen "SmartCarts"—MacMini & DLP projector
- Software - Purchased site license of Scholastic Timeliner XE
- Obsolete Equipment - Removed all obsolete equipment and sent it to CRTR for environmentally-responsible recycling

CENTER ELEMENTARY SCHOOL

- Printers - Added one monochrome printer to the network
- Internet Filter - Replaced Internet filter for increased network speed
- Bluetooth Tablets - Purchased five RM Education tablet teacher

- Classroom Computers - Added one 27" iMac (cable-funded) for cable broadcast production
- Interactive Whiteboard - Purchased one PolyVision eno boards
- SmartCarts - Installed two "SmartCarts"—MacMini & DLP projector
- Obsolete Equipment - Removed all obsolete equipment and sent it to CRTR for environmentally responsible recycling

SYLVESTER ELEMENTARY SCHOOL

- Printers - Added one monochrome printer to the network
- Internet Filter - Replaced Internet filter for increased network speed
- Classroom Computers - Replaced eMacs in grade 3 classrooms with 20" iMacs
- Classroom Computers - Added one 27" iMac (cable-funded) for cable broadcast production
- Interactive Whiteboard - Purchased two PolyVision eno boards
- SmartCarts - Installed three "SmartCarts"—MacMini & DLP projector
- Software - Purchased site license of Scholastic Timeliner XE
- Obsolete Equipment - Removed all obsolete equipment and sent it to CRTR for environmentally-responsible recycling

CURRICULUM

The high school continues its curriculum articulation and professional development with a focus on self- study preparations for the upcoming accreditation visit from the New England Association of Schools and Colleges (NEASC) in fall 2012. However, during the past year grant funding has, in part, provided for the following K-8 curriculum work and professional development:

- K-8 Writing Benchmarks developed to reflect ELA Common Core
- K-4 curriculum mapped on Curriculum Mapper with Train the Trainer model
- K-4 teachers begin to align curriculum maps in ELA to Common Core Standards
- Increased use of data to formatively drive instruction,
- Gr. 4 Social Studies to pick books to supplement Social Studies
- Continued refinement of K-4 RtI Literacy Model
- 9-12 Foreign Language Texts were replaced

PROFESSIONAL DEVELOPMENT

District professional development has focused on the following threads throughout the district:

- Curriculum Mapper (Train the Trainer Model)
- RM Training (in-house through Train-the-Trainer Model)
- RtI Data Use PD (IDEAL Consulting)
- DIBELS Next online training for all K-5 Teachers of English Language Arts

Technology software helped to support professional development was purchased, in most part, through federal grants. That software was the following:

- Learning A-Z license extended to include RAZ Kids, Writing, Science, Vocab., and Reading(grades K-6, where applicable)
- Lexia licenses extended to 60 for reading intervention program

- Curriculum Mapper program extended
- Education City purchased for both elementary schools with support from grant and PTO funds
- iPads purchased for use by special needs students in 11-12
- RM EPads purchased to enhance use for RM Software in K-4

CENTER AND SYLVESTER SCHOOLS

The enrollment at Center/Sylvester School increased by thirty – one (31) students for the school year with the largest increases in second grade and grade one. New employees included Art teacher, Michael DiRado; Special Education teacher, Michelle Arons; grade two classroom teacher, Kelly Unangst; and Assistant Principal, Karen Walorz. In addition, during the course of the past year, the school district saw the reduction or reorganization of staff as a result of budget cuts that included support staff Lisa Quilty, Deborah Jackman, and Phyllis Dyer.

Each year the Plymouth County Teacher's Association recognizes teachers and those who make a difference in public education. In 2011, The PCEA presented awards to teachers Debbie George, Kerri Kearns, Andy Schreiber, Jeanne Kling, and Christa Monahan. In addition, the secretarial staff at Center/Sylvester School was recognized for their hard work and dedication to the students and school community. Pam Manning, Anne Thornton, and Anne Scribner received awards from PCEA recognizing them for outstanding volunteers who make a difference through their volunteer efforts in the school community.

As the Common Core drafts of new standards in ELA and Mathematics were released from the state, teachers began work on cross over documents to update the current state standards. Much of this curriculum work was accomplished using Curriculum Mapper to document electronically the curriculum expectations for each grade in all subject areas. Students in grades three and four continued in the second year of working in a STEM lab for instruction in science and technology.

The focus for professional development at the elementary level remained on literacy and assessment. Teachers were trained in administering a variety of reading assessments to students to measure progress and plan instruction. Further training in using data to improve reading skills in all students was a focus in grades K-4. Teachers in K-4 continued their work on composition writing and utilized year two of their training in the John Collins Writing process with the development of three benchmark writing assessments to measure student progress over time in writing for various genres. In addition teachers in grades 3 and 4 were trained in a how to answer open response and short answer questions in ELA and Math using the Keys to Literacy ANSWER method.

The Center/Sylvester Parent/Teacher Alliance remains strong in their volunteer efforts to bring family events to the school. Movie Night was new and well attended in the fall. Dad's Pizza Night, a favorite each year, was not held due to weather conditions. Polar Express, Senior Bingo, Teacher Appreciation, the Science Fair, and Fruit Baskets at Thanksgiving were events planned for students to participate in with the support of many parent volunteers. Two art shows were held in the spring to display the work of our students in creative arts. In addition concerts

for each grade and technology programs created by the students were presented to parents throughout the year.

CEDAR SCHOOL

The enrollment for the past year at cedar school was Enrollment was 455 students, a decrease from last year. Joining the Cedar staff during the past year due to retirements, transfers or new hires were the following: Maura Dowling, nurse: Alison Palmucci - art teacher and Karen Cashman – Physical Education, Health and Wellness - part – time shared with Center / Sylvester. Retiring from Cedar was: Marilyn Chadwick, Janis Flynn, Anne Gertsen, and Laurin Keddy.

The Plymouth County Education Association recognized the following teachers from Cedar Elementary: Janis Flynn and Marilyn Chadwick for their retirements after many years of dedicated service and Mark Lancaster for professional service. OfficeMax recognized Marilyn Chadwick with the “A Day Made Better” Award.

The following four areas were the primary focus for professional development for Cedar School staff:

- To expand the use of technology both inside and outside the classroom, by training teachers on the use of our current technology, in particular through the development of individual teacher web pages
- To prepare educators to be able to support students by creating a caring, compassionate, cooperative classroom and school environment
- To provide time for teachers to collaborate in both grade level teams and vertical teams in all curriculum areas to develop and share academic content, units, lessons and strategies to improve differentiation in classroom instruction

The following students were singled out for special recognition: Harden Bottlomly and Jessica Knight represented Cedar School in the Scripps Regional Spelling Bee that was held in Randolph and Nicholas Colaw had a perfect score of 280 on 2011 3rd grade Math MCAS. In the area of technology continue to learn many new teaching strategies that can be implemented into our teaching in the STEM Lab. Students in grade three and four are scheduled in the lab weekly. The teachers continue to receive professional development and training on how to use the Eno Board and the other teaching tools that accompany the lab.

Every year Cedar School staff, students and parents engage in a number of special events. For example, on the last Friday of each month we continue to have our “Family Gathering,” an event where students, teachers and staff are recognized for a variety of accomplishments and where parents are invited to join us for this special event.

In addition, PTA plays an important role at Cedar School. During the year the PTA sponsors many activities that benefit the families of Cedar. They sponsored the Welcome Back Sundae Party, Dad Serves Pizza Night, Family Fun Fest, two Scholastic Book Fairs and the Science Fair just to name a few. They also provide funding for field trips and assembly programs for students at all grade levels.

Finally, the students and families of Cedar participated in two food drives to benefit the food pantry. They provided Thanksgiving Dinner to five Cedar families and Christmas for 17 Cedar children. These acts of kindness and giving were all made possible all through donations from Cedar families.

HANOVER MIDDLE SCHOOL

The breakdown of the enrollment for the past year was as follows: Fifth Grade- 224 students, Sixth Grade – 234 students; Seventh Grade – 234 students, and Eighth Grade- 226 students for a total of 916 students. The Middle School welcomed the following new hires who replaced retirees: Thomas Duggan- PE grades 5-8, Matthew McGarry- Social Studies grade 8, Judith Tryon – Science grade 7, Karen Anderson- Reading grades 5-8, and Ellen Lynch - ABA Tutor. In addition, the Middle School bid farewell to veteran assistant principal, Virginia Berglund who retired in the summer.

The main goals of professional development were to continue to electronically document the curriculum using Curriculum Mapper and refine the co-teaching model. Notable curriculum changes included adding a guidance class to the specialist's rotation that focused on providing students with classes focusing on social, emotional and academic growth.

The following students received recognition in the awards they received: NELMS Awards - Seamus Boutin and John O'Sullivan, David M. Walsh Science Award - David Raab, Fredrick Doll Award - Colleen Pascarelli and Leah Vlassakis, Joy Tucker Award for Kindness, Positive Work Ethic, Responsibility, Service to Others - Megan Scribner, Philip J. O'Neil Citizenship Award - Molly Minnehan. The following students were recognized as Spelling Bee Winners: First Place- Michael Acampora (Grade 6,) Second Place - Jarred Marriner (Grade 8) and Third Place - Nick Bertoni (Grade 5.)

The Middle School continued to host many special events often held to raise funds or gifts for charities. Those held last year were the following: Harvest Fest, Turkey Trot, Toys for Tots, and the Senior Citizens Dinner. Other special events held at the Middle School were the following: band and chorus concerts, performance troupe shows, performance troupe shows, blood drive in memory of Matthew Westfield, monthly assistant principal's breakfast and WEB (Where Everyone Belongs) days to reward students for being respectful, honest, caring, responsible, or cooperative, to name a few.

Finally, Middle school students continue to participate in curriculum – based field trips that extend and enhance students' learning beyond the classroom walls. Some examples of those annual events were the following: fifth grade overnight at the Science Museum, sixth grade Camp Squanto, and musical performance at Six Flags.

HANOVER HIGH SCHOOL

Hanover High School welcomed two new directors this past year as a new multi-discipline two director administrative model replaced the traditional five person department head model as the high school prepared for a multi- disciplinary approach as part of the new high school change Matt hew Paquette became the new Director of Humanities and Theresa O'Neill became the new Director of Science, technology, Engineering and Mathematics (STEM). Other changes due to

reductions were the following: 2 duty aides, 1.0 Graphic Arts teacher, .2 reduction in a guidance teacher as well as 1.0 Social Studies teacher, 1.0 mathematics teacher and .2 Latin teacher due to the reorganization with the new two director model. Enrollment increased from 698 students to over 700 students with an estimate that when the new high school opens, we will be at 750 students.

The school year at Hanover High School was highlighted by student achievement in all areas, including academics, the arts, athletics and activities. One hundred and thirty-six students in grades 10, 11 and 12 took 210 Advanced Placement examinations. This is an increase of 22 students and 34 exams over the prior year. Ninety-seven percent of the junior class passed the Math MCAS on their first attempt in the spring of 2010 with 86% scoring advanced and proficient. Ninety-nine percent of the junior class passed the English/Language Arts MCAS with 95% scoring Advanced or Proficient. In its 3rd year, 99% of the freshman passed the Biology MCAS on their first attempt. Thomas Chiarelli earned a perfect score on the MCAS in mathematics.

Twelve students participated in Girls' State and Boys' State respectively: Kayla McDermott, Kendra Lastowka, Amanda Parry, Michael Chase, Tom Chiarelli, Joe Devine, Connor Elkhill, Aaron Hoffman, Patrick Mahoney, Zach Plummer, and Brendan Stone. Esther Kim, our Salutatorian, earned the unique distinction of being a PSAT/NMSQT National Merit Commended Student. For the second year in a row, Jazna Stanndard won first place in Hanover High School's Science Fair. Holly Foster took second place and the Tyler Cheo and Timothy Griffin team took third. Fourth place went to Peter Kelly and Brian Meehan with Emma Stone taking 5th. Mikayla Matheson, Melissa Osgood, and Rebecca Plahn earned a third place recognition at the Regional Science Fair held at Bridgewater State College. Five students received honorable mention in ceramics through the annual Scholastic Boston Globe Art Show. They were Briana Buckley, Olivia Goodson, Jennifer Toohey and Angela Wheeler. Mary Johnston earned an honorable mention in Drawing. Kassandra Schell took a Silver Key in Ceramics. The winner of the Annual Lions Club Speech Contest for 2011-2011 was Kendra Cameron.

The following students were recognized for perfect attendance in 2010-2011. Haley Devlin, Leah Forristall, Elizabeth Golden, Sarah Mahoney, Kaitlin Manning, Rachel McLean, Natalie Nolan, Courtney Traylor, Nicholas Katsikis, Abigail Miller, Brianna Traylor and Ann Ward.

CURRICULUM AND PROGRAMS

In its second full year at Hanover High School, Virtual High School is an extremely popular online program that allows students to enroll in over 300 different courses, the majority of which are not offered at Hanover High School. For example, recently students have enrolled in such courses as Epidemus, Oceanography, Investing, The Holocaust, Peacemaking, and Animal Behavior.

In addition, this year, a College Writing course for seniors was introduced as well as an Honors Anatomy and Physiology course. A third new course, Creative Partnership in Art, was also introduced.

CORE VALUES

As part of our preparation for NEASC visit in October, 2012, Hanover High School was required to write a Core Values and Beliefs Statement to replace our current Mission Statement. Last fall a team comprised of teachers, parents, students, community members, and administration began a three-month process to write new Core Values and Beliefs Statement as well as 21st Century Learning Expectations in the academic, social, and civic arenas.

In January the entire faculty spent its professional development day discussing and then voting on the Core Values and Beliefs as well as 21st Century Learning Expectations. Since then the faculty has written draft statements of analytic rubrics. Departments have been assigned responsibility for these rubrics. The School Committee voted to adopt the Core Values and 21st Century Learning Expectations in February 2011. Our new Core Values and Beliefs Statement are as follows:

The Hanover High School community provides a competitive and challenging curriculum specific to individual educational needs, empowering students to succeed in the academic, social, and civic arenas. We believe that respect, compassion, and empathy promote a positive climate that fosters school spirit and unity. Within a safe and secure environment, students develop academic and personal independence, self-motivation, artistic appreciation, creativity, social responsibility, and global awareness.

In addition, the 21st Century Learning Expectations for academics is the following:

- The Hanover High school graduate reads actively and critically.
- The Hanover High School graduate writes effectively to construct and convey meaning.
- The Hanover High School graduate speaks effectively.
- The Hanover High School graduate is a responsible and proficient user of current technology and is receptive to emerging technology.
- The Hanover High School graduate creatively applies concepts to interpret information, to solve problems, and to justify solutions.

The 21st Century Social Expectations is the following:

- The Hanover High School graduate practices personal wellness.
- The Hanover High School graduate acts responsibly and works ethically.
- Finally, the 21st century Civic Expectation is the following:
- The Hanover High School graduate is an active citizen who demonstrates an understanding of civic responsibility and worldwide current events.

ACTIVITIES

Randumb Axe7 was performed on November 19th and 20th in the Hanover High School Auditorium. Directed by Hanover teachers Shelly Ireland and John Schumacher, this production included Hanover High School students singing and/or dancing, Hanover High School student bands, video created and performed by Hanover High School students, as well as the Hanover High School Marching Band Jazz Band, VOX, the Corporation and the Mad-Jazz Choir. Our Robotics team competed in the National Competition in Indianapolis. Teams from all around the country were represented. Hanover High School placed 7th in the country with our robots, The Bull and Rhino.

In addition to performing at all “home” football games and at the Thanksgiving Day game, the Hanover High School Marching Band performed in many other events throughout the year. The Marching Band marched in several town parades, including the annual Halloween Parade, the annual Memorial Day Parade in May, and the Christmas tree lighting ceremony at the John Curtis Library. Outside of town, the Marching Band represented Hanover with pride in several holiday parades, including the Taunton Christmas Parade and the Quincy Christmas Parade. Band members from Hanover also joined students from all across the northeast at UMass Band Day hosted by the UMass Minuteman Marching Band. The instrumental program also put on three formal concerts showcasing the Concert Band, Jazz Ensemble, Jazz Lab Band, Percussion Ensemble, and various student organized chamber groups: a holiday concert in December, a collaboration concert with the choral program in March, and an end of the year pops concert in May.

New this year, the jazz program hosted two swing dance events. Friends, family and community members learned how to swing dance from a fantastic dance instructor, and then danced the night away to authentic swing music performed live by Hanover music students in the Jazz Ensemble, Jazz Lab Band, and The Mad-Jazz Choir.

Sixteen students participated in the 9th Annual American Choral Directors Association, Massachusetts’ Chapter of the Honors Choir Choral Spectrum Festival at UMass Amherst. The choral program also put on four concerts. The October Concert, the December Concert was a success, concluding with all the HHS Choirs singing the *Hallelujah Chorus* by Handel and an audience sing-a-long. The March Concert was in collaboration with the Band to present the festival competition pieces to the public and the May Pops Concert was an excellent celebration of the year to say goodbye to the graduating seniors.

For the fifth year, VOX was invited by the Hanover Council on Aging to perform at their Monthly Tea at the beginning of December and provided community outreach to provide holiday cheer to cancer patients at Dana Farber Cancer Institute and Brigham and Women’s Hospital. The members of the HHS Choral Program did their annual Christmas Caroling Fundraiser. Many of the caroling events occurred at local nursing homes and adult care centers. The students of the HHS Music Department participated in the annual Hanover Parent’s Music Club Fundraiser at the end of January.

The Music Program had six students - Katharine Hannah Meallo, Nicole Soldano, Jessica Masse, Tyler Cheo, Benjamin Hyland, and Anthony Joubert - accepted to the Southeastern Senior

Districts Festival in January 2011. The Music Program had thirteen students - Abigail Adams, Kendra Cameron, Tyler Cheo, James Hayes, Alyssa Horn, Ben Hyland, Julie MacDonald, Kayla McDermott, Molly McIver, Alex Sennett, and Jonathan Terry - accepted in to the Senior SEMSBA Festival.

The HHS Music Department hosted their fifth annual Student Artists' Recital in February 2011. This recital featured the members of the Honors Concert Band and the Honors Concert Chorus, performing solos, duets and chamber ensembles in a recital setting. The Concert Band, VOX, The Corporation, The Mad-Jazz Choir, and the Concert Chorus participated in MICCA (Massachusetts Instrumental and Choral Conductor's Association) at the beginning of April. Concert Band was awarded a bronze medal rating, and the Concert Chorus and The Corporation were awarded a silver medal rating. VOX and The Mad-Jazz Choir were awarded gold medal ratings and also performed in the Stars at the Symphony Concert for MICCA in Symphony Hall, Boston, MA. The Jazz Ensemble participated in the annual MAJE (Massachusetts Association of Jazz Educators) Cape Cod District Festival. The Jazz Ensemble was awarded a silver medal rating.

The Choral Music Program was awarded a grant by the Hanover Local Cultural Council to help support the musical endeavors of the Corporation and the Mad-Jazz Choir. The Corporation had the largest membership yet with 29 gentlemen, and the Mad-Jazz Choir featured 21 auditioned members. The Hanover COA also invited The Corporation, our men's a cappella group, and The Mad-Jazz Choir to sing at their monthly tea in May.

The HHS Music Department had an exciting and successful festival performance tour to Annapolis and Baltimore, Maryland where all the performing ensembles competed in the Heritage Music Festivals Competition. The Marching Band, Concert Band and Jazz Ensemble were all awarded Silver Medals. Additionally, The Marching Band and Jazz Ensemble were both awarded "Outstanding Band Group". The Concert Chorus, The Corporation, and the Mad-Jazz Choir were awarded with Silver Medals. VOX was awarded with a Gold Medal and was invited to perform in the Heritage Festival of Gold Competition in New York City in 2012. Additionally VOX was awarded "Outstanding Choral Group" and "The Adjudicators Award". The Hanover High School Choral Music Programs were awarded the "Sweepstakes Award" for sweeping the competition in achievement and the Hanover High School Music Department was awarded the "Festival Sweepstakes" Award for sweeping the competition in achievement.

"Maestro Awards" were given to outstanding student soloists Alyssa Horn, Kayla McDermott, Myles Sweeney, Anthony Joubert, Alexander Sennett, and Esther Kim.

In June, the Music Department finished its busy performance schedule. On June 4, Concert Band, VOX, Chorale, and Concert Chorus performed at the HHS Graduation ceremony on the new football field.

SPORTS

Hanover High School athletes had another strong season. A majority of the student body 445 out of 697 students (64%) participated in at least one sport.

The following are highlights of the seasons:

Fall

- ❖ Boys Soccer won the Fisher Division for the 7th year in a row.
- ❖ Girls Soccer Qualified for the State Tournament for the 22nd year in a row.
- ❖ Hanover girls soccer coach Garth Nelson, who won his 300th career game
- ❖ Golfer Matt Montt was selected as Player of the year in golf by the Boston Globe.

Winter

- ❖ Girls Ice Hockey was started with a co-operative team with Cohasset
- ❖ The Hanover girls swim team finished in 13th place at Division 2 State Swimming/Diving Championships at the Division 2 State, the best finish in the history of the program.
- ❖ Hanover wrestling team placed six wrestlers in the top 6 at the Division 3 Individual South Sectional Tournament at Foxboro on Saturday, including one championship. Tim Dann took the team's championship, finishing 3-0 in the 135 weight class.

Spring

- ❖ Baseball continued its consecutive winning record to 29 years.
- ❖ Softball finished the season at 17-3 and made it to the quarter finals in tournament play.
- ❖ Nicole Gilbert shattered the Division 4 state championship meet record in the long jump with her first-place jump of 19 feet, helping her place sixth at Nationals qualifying her for All American Status. She also won the Division 4 title with a leap of 37-10¾ in the triple jump. Liz Dowling fished fourth in the All State meet in the long jump after finishing 2nd in the Division 4 meet.
- ❖ Erica Simshauser, the goaltender for the Hanover Girls lacrosse team, was awarded the Bill Wilhelm Jr. Scholarship, which recognizes outstanding student athletes in Eastern Massachusetts. Erica is the first student athlete from Hanover High School to be awarded the scholarship.
- ❖ Cory Devine and Jen Toohey were the Hanover Student Athlete Reps. to the Patriot League.

STUDENT RECOGNITION

Over 85 undergraduate awards were presented to students in grades 9, 10 & 11 during our annual Undergraduate Award Ceremony, which was held on June 9, 2011. These awards include the following book/merit awards provided by colleges:

Dartmouth Book Award	Brendan Stone
Holly Cross Book Award	Aaron Hoffman
Smith College Book Award	Melinda Bossi
St. Michael's College Book Award	Amanda Parry, Michael Chase
Stonehill College Book Award	Kendra Lastowka
Elmira College Book Award	Jessica Masse, Connor Elkhill
Rensselaer Polytechnic Institute	Joseph Devine
Russell Sage Merit Award	Casey Flynn

SENIOR ACTIVITIES

As the year drew to a close, senior activities swung into full year. The senior prom was held at the Venezia in Boston. Over 200 students attended the prom, with about the same number attending the junior prom, which was held in March at the Pembroke Country Club. The annual Senior Banquet was held at the Black Rock Country Club during the evening of Tuesday, May 31, 2011.

GRADUATION

Departmental awards were presented to the Class of 2011 graduates during our Senior Awards Ceremony on the morning of May 27, 2011. Graduation exercises were held on the beautiful new Hanover High School turf football field under a cloudless blue sky. One hundred fifty-four students received diplomas. Senior class president Emily Abi-Kheirs welcomed the audience, while Jonathan Terry delivered the valedictory speech and Esther Kim delivered the salutatory speech. Amanda Parry, president of the Class of 2012 accepted the class gift from Brooke Wilder, Treasurer. Mr. Michael Cianciola, Chairperson of the School Committee, presented the diploma with the assistance of Dr. Kristine E. Nash, Superintendent of Schools. During the senior awards ceremony held on Friday, May 27 2011, the Class of 2011 was awarded over \$115,000 in local Hanover monies.

BLUE AND GOLD NEVER GROWS OLD DAY

On Sunday, June 12, 2011, over 2000 people came back to Hanover High to pay tribute to the school before it was torn down to be replaced by the new Hanover High School on July 1, 2011. During this tribute, classrooms were decorated with memorabilia from each decade from the 60's through to the new millennium. Old friends shared memories and told stories of their time at Hanover High School. Everyone also had an opportunity to tour the new High School. Food was provided through the generosity of many local Hanover eateries. This day was a fitting way to say goodbye to the "old" and to welcome say the "new."

In conclusion, Hanover Public Schools continues to work toward providing equity and excellence to all students in its mission of "*guiding every student to thrive in a global economy.*"

Submitted by the Hanover School Committee

Michael Cianciola, Chairperson

Lester Hayward, Vice-Chairperson

Brian Shaw, Secretary

Stephanie Gertz

Kevin Bradley

SOUTH SHORE REGIONAL SCHOOL DISTRICT

HANOVER TOWN REPORT

The South Shore School District is represented by eight appointed School Committee members from each town's Selectmen's office:

Adele Leonard – Abington
Kenneth Thayer, Vice Chairman – Cohasset
Robert Heywood – Hanover
James Rodick – Hanson

Robert Molla – Norwell
Gerald Blake – Rockland
John Manning, Chairman – Scituate
Daniel Salvucci – Whitman

During the 2011 year, the students of South Shore Vocational Technical High School continue to prosper as productive citizens in their community upon graduation. Over the past fifty years, South Shore students have been known for their technical skills and strong work ethic. As changing economic demands continue to be placed before our students, it is the duty of South Shore to provide the best possible vocational education.

With unanimous support from our eight member towns at spring town meetings, SSVT was able to repair the roof and windows on the original portion of the building, which was built in 1960. The major portions of the project were completed without disruption to the start of the 2011-2012 school year.

On June 10, 2011, 13 graduates from Hanover received diplomas and vocational certificates at graduation ceremonies held at the South Shore Music Circus. The following students graduated:

Jason Boyar
Kevin Cirafice
Eric Hart
Amanda Pizzi
Stevan Valeske

Nicholas Brady
Cameron Crowley
Jasmin Hennebury
Daniel Silenzi

Steven Carroll
Victoria Greenleaf
Clayton Parfumorse
Taryn Spencer

In October 2011, the following members of the Class of 2012 from Hanover were awarded the John and Abigail Adams Scholarship:

Hannah Brooks
Sean Gilmartin

Ryan Dern
Andrew Hall

Joseph Ellard

In 2011 we also saw the retirements of two administrators, Charles Homer, Superintendent-Director and Gene Kelly, Assistant Principal; science teacher Gary Banuk; and guidance counselor Kate Schwabe. The school's new Superintendent-Director is Thomas Hickey, the Principal is Margaret Dutch, and the Director of Vocational Education is Barbara-jean Chauvin.

As SSVT enters its 50th year of delivering vocational technical education to residents of our district, we remain committed to careful planning, coupled with a bold vision to providing the local and regional economy with students excited about learning, committed to hard work, and ready to become responsible citizens.

Respectfully submitted,

Robert P. Heywood
Town Representative
South Shore Regional School District Committee

REPORT OF THE ADVISORY COMMITTEE

JULY 1, 2010 – JULY 30, 2011

The Advisory Committee consists of nine registered voters of the town, appointed by the Town Moderator with the approval of the majority of the Selectmen. Committee members serve on the committee for a three-year term, which ends on July 15, or until a successor is appointed. No person holding an elective office of the town is eligible to serve on this committee.

The Advisory Committee is responsible for reviewing all articles contained in each of the Annual and Special Town meeting warrants. The Committee's recommendations for the actions to be taken on each of these articles are posted on the Town's website as well as presented both verbally and in written form at each of the Town Meetings.

The Advisory Committee is also responsible for making recommendations regarding the annual estimates and expenditures as prepared by the Town Accountant. These recommendations are included in the Town Meeting Warrant along with the Town's Omnibus Budget.

In addition, the Committee submits an annual report in printed form with its recommendations relative to the financial affairs of the Town.

Commentary:

Effective August 19, 2010 the Board of Selectmen appointed Stephen Rollins as Town Manager in accordance with the Hanover Town Manager Act. Appointing a Town Manager changed the budget process under the act. The new process requires the Manager to prepare and submit a budget at a public meeting not later than ninety (90) days prior to the Annual Town Meeting. The Board of Selectmen asked for a level funded budget and it was presented to the Board of Selectmen and Advisory Committee on February 1, 2011.

The Town Manager reorganized the Town into 5 departments, Police, Fire Rescue & EMS, DPW, Finance and Community Services. The budget reflects this organizational change with consolidation of all the line items into major categories. The appendix of the May 2011 Town Meeting warrant contained a chart that followed the format of the old budget into the format of the new budget and the commentary detailing the changes that took place.

Although this budget took on a new look, our approach to reviewing the budget stayed the same. This allowed us to use revenue increases (new growth and Proposition 2 ½) to fund town wide expenses such as health insurance, unemployment insurance and software maintenance which benefits both the School and Town. As the budget estimates were revised there were increases in the following line items: School Department \$100,000, South Shore Regional School Assessment \$14,178, General Government \$70,000 (\$10,000 was moved to this budget from Community Services) and Centralized Maintenance \$85,000.

In the future, health insurance and pension assessments will continue to increase and absorb most of our available revenue growth. The Town will not be able to absorb contractual salary increases without a reduction of services. The current capital program has significantly suffered in recent years due to funding the operating budget and will continue to suffer unless we identify specific revenue sources for capital funding.

These are the current budget issues the town faces which cannot be solved unless good fiscal policy is developed and, revenues identified and/or budgets reduced.

Respectfully submitted, Hanover Advisory Committee

David Walsh, Chairman
Brian Barthelmes, Vice Chairman
David Bond
Florence Grady
Helen Graves
John Lamoureux
Joseph Sullivan
Donald White
Joan Young

**REPORT OF THE HANOVER AFFORDABLE HOUSING TRUST
BOARD OF TRUSTEES
FOR FISCAL YEAR 2011**

In 2009 the Hanover Affordable Housing Trust was formed to provide for the creation and preservation of affordable housing in the Town of Hanover for low and moderate income households. The Board of Trustees is composed of seven (7) members including at least one (1) member of the Board of Selectmen, two (2) members of the Housing Authority, one (1) member of the Community Preservation Committee and three (3) at large members.

The Board of Trustees has a wide range of powers under the Declaration of Trust including the ability to receive real property, personal property and money. They have the ability to purchase, sell or manage property and to undertake projects that would improve the affordable housing opportunities in Hanover.

Per Section II.8 the Town of Hanover Affordable Housing Trust Declaration of Trust, the Board of Trustees shall keep a record of its doings and at the close of every fiscal year, make a report to the Board of Selectmen.

Since its inception in 2009 the Affordable Housing Trust has received \$630,000 from Community Preservation Act funds and a one-time payment of \$50,000 from the developers of Barstow Village as part of their lease agreement with the Town for the property on Legion Drive. The Trust has contributed \$275,000 to the Barstow Village project to keep these 66 units affordable. The Affordable Housing Trust had also used \$5,180.20 for legal fees for the start up of the Trust. Below is a breakdown of these funds:

Original Deposit TM 2009 Article 70	May 4, 2009	\$	350,000.00
One Time Lease Payment to Town from Barstow Village	October 13, 2009	\$	50,000.00
Deposit from TM 2010 Article 33	May 3, 2010	\$	180,000.00
Deposit from TM 2011 Article 22	May 2, 2011	\$	100,000.00
First installment payment to Barstow Village	December 8, 2009	\$	137,500.00
Payment to Plymouth County Registry of Deeds for Recording Declaration of Trust	November 3, 2009	\$	227.00
Payment to Murphy Hesse Toomey and Lehane for Legal Expenses	September 2010	\$	4,165.70
Payment to Murphy Hesse Toomey and Lehane for Legal Expenses	September 2010	\$	787.50
Phone transfer of funds to Barstow Village	July 25, 2011	\$	137,500.00

The Board of Trustees meets once a month and continues to work towards the affordable housing goals established in the Declaration of Trust and outlined in the Town's approved Housing Production Plan.

Respectfully Submitted By the Town of Hanover
Affordable Housing Trust Board of Trustees

Stephen Carroll – (Housing Authority) Chairperson

Thomas Burke – (Housing Authority)

John Barry – (Board of Selectmen)

Kirstin Zwicker-Young – (Member at Large)

Alexa Lewis – (Member at Large)

REPORT OF THE ZONING BOARD OF APPEALS

JULY 1, 2010 – JULY 30, 2011

To the Board of Selectmen and Citizens of the Town of Hanover.

The Zoning Board of Appeals held 15 posted meetings at the Town Hall during the period from July 1, 2010 through June 30, 2011. There were 8 petitions filed.

The Zoning Board of Appeals spent many hours during the year reviewing the Woodland Village Comprehensive Permit application.

The Zoning Board of Appeals wishes to express its appreciation to all personnel of the Boards and Commissions of the Town of Hanover and the abutting towns for the cooperation we received this year.

Respectfully submitted,

Matthew W. Perkins, *Chairman*
David R. Delaney, Vice Chairman
Linda Martin-Dyer
Associate Members
Dan Ahern
David Connolly

REPORT OF THE BOARD OF ASSESSORS

The Board of Assessors report the following valuations for taxable property established as of January 1, 2010, which reflects the Fiscal Year 2011 values:

<u>Class</u>	<u>Value</u>	
<u>Percentage</u>		
Residential	\$1,853,634,030.	81.71
Commercial	\$ 301,876,973.	13.30
Industrial	\$ 61,480,997.	2.73
Personal Property		\$ 51,335,020.
	2.26	
Total	\$ 2,268,327,000.	100.00

The Board of Assessors completed the Department of Revenue's mandated *Interim Year Adjustment Report* (LA-15), for FY 2011 to comply with the reporting standards used during non-certification years. At the annual classification hearing, the Board of Selectmen voted a 3% levy shift between the residential class and the CIP (commercial, industrial, and personal property) classes. The average single-family assessment is now \$416,083. The residential tax rate is \$14.18 per thousand making the average single-family tax bill \$5,898.88. The average commercial property value is \$746,927. The commercial tax rate is \$14.71 per thousand making the average commercial tax bill \$10,986.89. New Growth for the Town was \$539,813. The total budget amount to be raised was \$51,927,923 with the tax levy or amount to be raised through property taxes of \$32,384,664.43. An additional \$1,575,000 was raised from motor vehicle excise tax revenue.

Fiscal Year 2011 was the fifth year of the implementation of the Supplemental Tax on new construction for properties that meet the criteria set forth by Chapter 46 §§41 and 42 of the Acts of 2003 which allow supplemental tax assessments on the value of certain improvements to real estate constructed after January 1 upon the issuance of an occupancy permit by the Building Department. This resulted in an additional tax commitment of \$ 519,600 for the fiscal year.

The Board of Assessors granted a total of \$110,622.25 in tax exemptions to qualified veteran, elderly, blind, and hardship applicants.

Fiscal 2011 also saw the Community Preservation Act (CPA) 3% surcharge collect a total of \$731,971.23 from taxpayers along with matching state funds of \$243,120.00. Exemptions for the CPA surtax totaled \$24,485.75 for the year.

The Board of Assessors continues with the collaborative effort with the Town Planner, Department of Public Works Superintendant, and the Computer Coordinator to update and improve the Town-wide Geographic Information System (GIS). GIS gives the Assessor's office

and other departments the ability to help maintain, organize and analyze geographic based information.

The office staff includes the Assistant Assessor Appraiser, Robert Brinkmann, the Assessing Assistant Trish O’Kane, and Senior Clerk Noreen Bruce.

The staff and the Board of Assessors are always available to answer valuation and assessment questions.

The Board of Assessors wishes to thank all Town officials, Departments, Boards and residents for their continued cooperation.

Respectfully submitted,
Board of Assessors
Paul J. Barresi, Chairman
Nancy C. Lyons, Assessor
Thomas Kokoliadis, Clerk

BYLAW REVIEW COMMITTEE

July 1, 2010 – June 30 2011

The goal of the Bylaw Review Committee is to continually monitor the Town's Bylaws and keep them current. We encourage anyone who has a bylaw proposal; or an addition or correction to the Town bylaws to meet with us and work out what should be presented to the Selectmen as an article for the next annual Town Meeting.

This year our major project was to start revising the bylaws to reflect the change from a Town Administrator to Town Manager form of government. We chose to go through the bylaws and remove all references to the Town Administrator and replace them with the appropriate Town Manager wording. We worked closely with the Selectmen and the newly named Town Manager to accomplish this. By listing all of the 37 changes in one article, we were able to show which portion of each bylaw was now obsolete and what the new wording would be in a chart form of article which was easy for Town Meeting members to follow. Because of the meticulous work of the two collaborating committees, the article passed Town Meeting with little or no adverse reaction from the public.

Our expectation for the coming year is that we will now tackle job descriptions for the newly created department heads, and will continue to update the procedures of the various boards and committees as they are expected to be in the coming years. We are looking forward to an expanded committee in 2011-2012, and welcome back our faithful members as well as any new ones who become part of the committee. Special thanks to Kathy Gilroy whose writing talents have been so effective and to Mary Lou Stewart whose proofreading skills are most appreciated.

Respectfully submitted,
Barbara Itz, Chairman
Kathy Gilroy
Mary Lou Stewart

REPORT OF THE COMMUNITY ACCESS AND MEDIA COMMITTEE FOR FISCAL YEAR 2011

The Hanover Community Access and Media Committee, created by action of the Annual Hanover Town Meeting, May 11, 2009, is responsible for providing public, educational, and governmental television services to the cable television subscribers of the Town of Hanover. The committee consists of seven members, one appointed by the School Committee, one appointed by the School Superintendent, two appointed by the Board of Selectmen, and three appointed by the Town Moderator.

Current members Elizabeth Driscoll and Brian Durkin were appointed by the Board of Selectmen; Richard Kelly, James Housley, and Leslie Molyneaux were appointed by the Moderator; Dr. Kristine Nash and Joanne McDonough alternate as the Superintendent's appointee; and Michael Cianciola was appointed by the School Committee. Jonathan Grabowski was appointed by the Moderator as an Associate Member.

Michael Purdy serves as the part time Hanover Community Television Coordinator and Colleen Smith is the Cable Access Media Specialist, with day-to-day responsibility for HCTV operations.

In September, 2010, three channels began broadcasting on both Comcast and Verizon networks.

In October 2010, Town Hall and Salmond School live feed capabilities were tested successfully, and the first live meeting broadcast was the October 4th Board of Selectmen's Meeting.

In November, 2010, final planning for the new High School Control Room and equipment and furniture reviews began. Studio/lighting consultants assisted in preparation for the move into the new facilities. Community outreach activities sparked interest in the community, and volunteers began to come forward.

At the close of 2010, HCTV began receiving content from other towns and organizations to air on our channels. Other news media provided coverage about HCTV seeking volunteers.

The HCTV website (www.hanoverctv.org) was launched in early 2011. This site provides all HCTV forms and documents, up to date program schedule, calendar of events, and volunteer information. HCTV also launched a YouTube site, permitting online viewing of content. Along with the website and YouTube, HCTV also has a Facebook page and Twitter account that are updated regularly.

On March 22, HCTV held its first formal information session at the John Curtis Library. Following this information session, residents have come forward with show ideas. HCTV had two Hanover High School seniors serve as interns, during the 2010-2011 school year. Eight successful Enrichment programs were conducted at the Middle School with many students returning for multiple sessions.

As FY 2011 came to a close, HCTV was preparing to move into its new studio facilities in Hanover High School.

Edit stations have been provided at each school, as well as stations for public use at John Curtis Library, the Senior Center, and at Hanover High School. Public information sessions have been and will continue to be held for those interested in producing programs or assisting at HCTV. Training workshops will also continue to be held. Check the HCTV website for dates, or contact Colleen Smith, HCTV Media Specialist at csmith@hanoverschools.org.

HCTV holds memberships in the Alliance for Community Media and Mass Access, and the Media Specialist attended conferences of these organizations to gain knowledge about programming and station management.

Respectfully Submitted,

Leslie Molyneaux, Chairman
Brian Durkin, Vice-Chairman
Elizabeth Driscoll, Secretary
Michael Cianciola
James Housley
Richard Kelly
Joanne McDonough
Dr. Kristine Nash
Jonathan Grabowski, Associate Member

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE FOR FISCAL YEAR 2011

The Town of Hanover Community Preservation Committee is proud to submit its year-end report for fiscal year 2011. This report includes an update of all projects approved by Town Meeting in 2011 as well as a brief history of the Act in Massachusetts.

The Commonwealth of Massachusetts adopted the Community Preservation Act (CPA) in September, 2000. Since that time the Act has been amended many times. The full Act can be viewed on the mass.gov website. The CPA gives municipalities the opportunity to raise funds through a surcharge of up to 3% of local property taxes. Under the Act, locally raised funds are matched by the Commonwealth of Massachusetts from fees for the registration of deeds for real property. **These funds are to be used by municipalities for open space preservation, creation of community housing, and preservation of historic buildings and landscapes.** The Act requires that 10% of the funds raised in each fiscal year be spent or reserved annually for each of the CPA's main purposes. The remaining 70 percent of CPA funds in each fiscal year are available to be appropriated or "banked", according to the Community Preservation Committee's (CPC) recommendations and Town Meeting approval for one or more of the three purposes listed above and for public recreational uses. This gives each community the opportunity to determine its priorities for public benefit, plan for its future, and have the funds to bring those plans to fruition.

The Town of Hanover adopted the CPA in May of 2004, established the Community Preservation Committee in 2005 and approved a 3% surcharge for residents beginning in 2006. The following example illustrates the amount of this surcharge for the owner of an average priced home in Hanover:

Average price of a home in Hanover	\$373,100
Less \$100,000 Residential Exemption	\$273,100
Residential Tax Rate	\$14.18/\$1,000
Average Annual Tax	\$5,290.55
Annual Community Preservation surcharge for average-priced home based on \$273,100 $\$273.1 \times \$14.18 \times 3\% =$	\$116.18

The Hanover Community Preservation Committee Bylaw established a nine member Community Preservation Committee (CPC). Three members are appointed by the Town Moderator and the other six members are representatives of the following Boards or Committees and are appointed by their respective committees:

- Conservation Commission
- Historical Commission
- Housing Authority
- Park and Recreation Commission
- Planning Board
- Open Space Committee

Many worthwhile projects have been funded after being recommended by the Community Preservation Committee and subsequently voted at Town Meeting. The following is a report on the projects that have been funded by the CPA in May of 2011.

<u>Project</u>	<u>Amount Appropriated</u>	<u>Reserve Funds/Category</u>
Purchase of Open Space on Circuit Street	\$550,000	Open Space Reserve
Affordable Housing Trust	\$100,000	Community Housing Reserve Funds
Preservation of Historic Cemeteries	\$80,000	Historic Preservation Fund
Debt Service Buy Down for King Street Fields	\$800,000	Undesignated Reserve Fund

In FY 2011 the Town of Hanover received \$729,745.00 in surcharges from local property taxes. In addition Hanover received State matching funds of \$238,335.00, based on FY 2010 fees for registration of real property deeds. The Community Preservation Committee meets once a month and accepts applications for funds until early November. Any individual, non-profit organization, Town Board, Committee or Commission may apply for funds. All applicants meet with the CPC to discuss their requests. After reviewing applications the Committee makes recommendations to Town Meeting, which votes to appropriate the funds. Since fiscal 2005, the Commonwealth has provided a match of the Town's CPA surcharge. The match is based on the prior year's actual surcharge. During the first three years, the Commonwealth has provided 100% matching funds for Hanover but as a consequence of a slow housing market and more communities adopting the CPA law, the Commonwealth's match distributed by October 15, 2011 is expected to be less than 100%.

During the past year the various projects that have been funded by the Community Preservation Act have been completed or are in various stages. Below is an update on several previously funded CPA projects.

- King Street Recreation Fields – In 2006 the Town voted to purchase the land on King Street for use as a recreation field and in 2008 \$2,500,000 was appropriated for the construction of recreational ball fields. In 2010 an additional \$1,600,000 was appropriated to continue the construction of the recreation fields. All of these funds were borrowed against future CPA revenues. At Town meeting in 2011 the Community Preservation Committee recommended using \$800,000 of CPA reserve funds to reduce the amount of debt service for this project. This is an extensive project that includes, multi use soccer, football, lacrosse, baseball and softball fields as well as a walking path and community gardens. Construction has begun on the infrastructure, the fields and walking paths were opened for public use this year and hopes are that it will be complete by next summer. This project is being overseen by the Department of Public Works.
- Restoration of the Historic Stetson House – In 2010 CPA funds were appropriated for restoration of the Stetson House. Twenty thousand three hundred dollars (\$20,300) was appropriated for this project and the work was completed this summer.
- Sylvester School – In 2010 CPA funds were appropriated for projects that would help restore and preserve the historical Sylvester School. Fifteen thousand dollars (\$15,000) was used to repair a leak

in the school gym and \$55,500 was used to create a plan for handicapped accessibility. Both of these projects were completed during the year.

- Salmond School – The Town voted to appropriate CPA funds for work at the Salmond School in 2010. One hundred and twenty thousand dollars (\$120,000) was used to replace the outdated boiler and \$85,000 funded the construction of handicapped bathrooms in this historic building making it more viable for current and future uses.
- Habitat for Humanity – In 2010 \$30,000 was appropriated to assist in the construction of an affordable single family home on Walnut Street being built by Habitat for Humanity. This home was completed and the town welcomed a deserving family into our community.
- Affordable Housing Trust – The Town voted to transfer \$180,000 of CPA funds into the new Affordable Housing Trust. The Community Preservation Committee is pleased to support the Affordable Housing Board of Trustees in their efforts to create affordable housing opportunities in Hanover.

Additional information about the work of the Hanover Community Preservation Committee is provided on the Town's Website: **www.hanover-ma.gov** or by contacting the Community Preservation Coordinator at **communitypreservation@hanover-ma.gov** or by phone at **781-826-7730**. CPA grant application instructions and forms also are available on the website.

The Committee wants to thank Community Preservation Coordinator, Margaret Hoffman for her valuable support and assistance and well as the Selectmen for their continued support of CPA and the Committee's efforts. Primarily, appreciation is due to the residents of Hanover for their foresight in passing the Community Preservation Act and for their continued support of its goals.

Respectfully Submitted By the Town of Hanover Community Preservation Committee

Diane Campbell – (Housing Authority) Chairperson

William Scarpelli – Vice Chairperson

Peter Johnson – (Historical Commission)

Wallace Kemp – (Open Space Committee)

Gary Young – (Conservation Commission)

Jeffrey Puleo – (Planning Board)

Harry Dunn – (Park and Recreation Commission)

Ted Pacheco – Member

John Barry – Member

REPORT OF THE DESIGN REVIEW BOARD

The Hanover Design Review Board provides advisory opinions to the Town's Building Department and to the Special Permit Granting Authorities. We review development plans for building projects to avoid designs that would negatively impact the Town. Our overview covers general design issues such as:

- Site organization-building locations, parking arrangements, landscaping, etc
- Building massing
- Façade treatments
- Exterior materials and color choices
- Signage
- Site lighting

We encourage developers to begin discussions with us early in their design development efforts and we will make ourselves available for such follow up meetings as may be required during design development. Final designs must be submitted in sufficient detail to enable us to provide the advisory opinions required by the jurisdictional department mentioned above.

Respectfully submitted
Bruce A. Nordstrom, Co-Chairman
William J. Dooley, Co-Chairman
Steven C. Habeeb
Johanne E. Morrison

HANOVER EMERGENCY FOOD PANTRY REPORT

The Hanover Emergency Food Pantry has been more popular this year than ever before. From July 1, 2010 to June 30, 2011, we had 730 family visits, a few more than the previous year. Our clients include single parents, several single people and families throughout the Town who use our services. The average family is 3-4 people and each family received a gift certificate to Shaw's or Stop and Shop each time they came, as well as enough non-perishables to last for 3-5 days.

We are located at the First Baptist Church at the corner of Webster and Main Streets in North Hanover and are open to receive donations every Monday morning from 9:30 – 11:30 (except when there is a Monday Holiday or a Monday snow day, then we are open on Tuesday for stocking the shelves). Distribution is done on Wednesdays from 12:30 – 2:30 PM at the church except at Thanksgiving when we distribute on Monday. This is posted at least a month ahead of time to give everyone a chance to see the announcement (or be told) before the time.

The townspeople are very supportive of our efforts, and without them, we would not have a pantry. We are very glad to accept gift card from either Shaw's or Stop and Shop, cash, or actual food items (as long as they are "in date") The schools, the Boy and Girl Scouts, the Lions Club and the Tri-town Rotary are among our most regular supporters, as are the businesses which run food drives throughout the year. There is a new contributor this year: Excelsior Football Club, which started our first "Tag-a-shelf" drive at Shaw's. It was wildly successful and kept us supplied for almost three months! Thank you! We are also grateful to the Postal Service for their ingathering in May; the First Baptist Church which has allowed us to use their building for so many years; and Shaw's Supermarket which furnishes us with milk crates in which to store our surplus food.

We welcome most non-perishable foods, with the exception of lasagna noodles. The other ingredients are too costly for most people to make lasagna, and it is a shame to eat the noodles with just tomato sauce! Another item we do not welcome is any one serving package. We have a limited amount of space and these one serving items are usually packaged in large containers, taking up too much of our precious area.

Our most urgent needs are canned meats, canned fruit, canned vegetables, "mac 'n cheese", jam, tea (just plain tea is fancy enough) and coffee; toilet paper in bulk (we will break it down later) and all kinds of snacks for kids.

Thank you again for supporting the Food Pantry. We are there for anyone who needs our services, and have never turned anyone away without anything.

Respectfully submitted:
Sally Boutin
Barbara Itz,
Co-chairs

REPORT OF THE ENERGY ADVISORY COMMITTEE
July 1, 2010 – June 30, 2011

The Energy Advisory Committee initially facilitated energy audits of the Town buildings through a grant program from the Department of Energy Resources and National Grid. This was done to fulfill one of the criteria for qualifying for Green Communities, to commit to reduce our energy consumption by 20% in five years. Thus, our goal is to reduce our energy consumption by a minimum of 4% each year. After beginning the audits and starting the first phase of reduction measures, we reduced consumption by 5% the first year. From there we went on to implement the recommendations from the audits. This consisted of such measures as have the lighting replaced with more energy efficient florescent lighting, occupancy sensors and other recommendations through the grant program. This will again move us closer to the 20%. The documentation for this past fiscal year was not available at this writing. With the assistance of the Selectmen's office the progress of energy saving is tracked through a program called MassEnergyInsight which is a comprehensive computer program that tracks energy usage in each building giving us feedback on what changes are needed to further reduce energy usage and costs, as well as savings we have already accomplished.

After the Town of Hanover was officially designated a "Green Community" on May 25, 2010 by the Department of Energy Resources we qualified for a grant of \$148,598 through the Green Communities program, to make more energy efficiency improvements in the Town. Those funds were earmarked to purchase an energy efficient hybrid vehicle for the Police Department, energy efficient fire doors for the Fire Department, steam traps for the School Department, and a new boiler for Town Hall. Funds were also earmarked for Town and School Energy Management Services. These measures are in progress and will additionally help in reducing the Towns energy consumption and costs.

The Energy Committee will continue to work with the Facilities Manager and Selectmen's Office to further produce energy savings for the town and to further pursue other energy savings opportunities. We will continue to work on following through with energy saving recommendations as funds and grant programs become available to achieve further energy saving goals.

Respectfully submitted,
Energy Advisory Committee

Linda Kakulski, Chairperson
Don Hirsch, Secretary
Nathan Murphy
Michael McGahan
Kevin Zygadlo

REPORT OF THE HANOVER HISTORICAL COMMISSION

July 1, 2010 – June 30, 2011

Over the past year the Commission has reviewed sites requesting tear down under the Historic Preservation By-Law (aka the Demolition Delay By-Law), and worked with homeowners and businesses in an attempt to preserve Hanover's architectural heritage. The Commission has also consulted with the School Department on work done under Community Preservation Committee grants, such as handicap bathrooms and a boiler at Salmond School which now serves as the School Department Offices, and handicap access for Sylvester School. CPC funded projects for flagpole work (requested by the Selectmen) and historic preservation projects (requested by the Collections Committee of the Historical Society) were also reviewed by the Commission.

The Commission has had a change of makeup in the past year. On June 30, 2010, longtime member of the Commission Barbara Connors was not reappointed due to her moving out of town. In her place, which was a realtor position on the Commission, Katie Duff, also a realtor, was appointed in January of 2011.

In November 2010, Chairman Peter Johnson stepped down and was replaced by longtime Commission Secretary Carol Franzosa. Peter also stepped down as the HHC liaison to the CPC, and was replaced by John Goldthwait, who came onto the Commission in July of 2009. Katie Duff assumed the Secretarial position in February of 2011.

The Commission has worked with Martha Lyon Associates on a Cemetery Preservation Plan, for which the Commission was awarded \$80,000. of a total \$320,000. request by CPC and Town Meeting in May 2011. Bids for the work are being reviewed at this time. All three of Hanover's cemeteries are included in this plan: Center, Union at Assinippi, and Darling in West Hanover.

The Albert White Homestead, formerly referred to as the Murtha property, at 645 Center Street had its barn dismantled and stored in September 2010 by the North Bennett Street School. The Friends of the Stetson House and Historical Society formed a study committee in March 2011 to try to place the barn. Work is currently ongoing with Historic New England (who oversee the Stetson House property) on this project. The fate of 645 Center Street, the Albert White Homestead, is still unknown.

And, at the May 2011 Town Meeting, voters also approved the tear down of Curtis School on Main Street. The Commission declared the school historically significant on May 24, 2011 and after a hearing with residents declared the building preferably preserved on June 22, 2011. The Commission met with the Selectmen on June 27, 2011 to discuss the fate of Curtis School, and an Ad Hoc Study Committee was formed to explore possible uses and scenarios for Curtis School.

Respectfully submitted,
Carol Franzosa, Chairman

HACKETT'S POND DAM STUDY COMMITTEE

The allocation of \$50,000 in Community Preservation Act (CPA) funds to engage a dam engineering company to perform design engineering services for the rehabilitation of Hackett's Pond Dam was approved at Town Meeting in May of 2010. Design engineering services will include the development of plans and specifications (suitable for contractor bidding) and the preparation and submission of permits to perform the dam repairs. The Department of Public Work (DPW) will solicit bids from dam engineering firms to perform these services. Mr. Victor Diniak of the DPW is the project contact for the rehabilitation of Hackett's Pond Dam.

The ultimate goal of the project is to repair the dam to satisfy dam safety criteria set forth by Massachusetts Dam Safety Regulations (302 CMR 10.00). In addition, the Committee is working with the South Shore Science Center of Norwell (the owner of six parcels of land along the western side of the Hackett's Pond) for Hanover to obtain access to the parcels for the purpose of developing walking trails, picnic areas, etc so that Hanover residents will be able to enjoy this conservation area adjacent to the pond.

The Hackett's Pond Dam Committee met on two occasions this year. Any further action by the Committee is more or less on hold until a dam engineer is engaged by the DPW and the project moves forward into final design.

Respectfully submitted,
Roger A. Leslie, Chairman
Anthony G. Manna
David R. Vanduyn
Derek Shipper
Margaret Pacella

REPORT OF THE OPEN SPACE COMMITTEE

The Open Space Committee (OSC) was chartered to ensure that the Town's rural character is maintained and enhanced both through protection of existing resources and acquisition of new properties.

By a favorable vote at the Town Meeting last May, the OSC purchased a 20 acre parcel of land at 120 Circuit Street utilizing a grant from the Community Preservation Committee. The property is a mix of uplands and wetlands and contains three potential vernal pools. It also contains a pond and existing trails which will be further developed. The property is valued as a wildlife habitat and is part of a wooded corridor that goes through to Myrtle Street.

During the past year two Eagle Scout projects were completed by Ben Hyland, who made and installed a number of nature signs on the Colby Phillips Property and Brandon Egan, who built a new trail at Forge Pond. Cub Scout Pack 37 also planted a new tree at Luddam's Ford as part of an Arbor Day observance. Community volunteers have also assisted in bridge repairs, trail maintenance and the mowing of fields. The OSC appreciates the help of citizens and community organizations in developing and maintaining open spaces.

Efforts are currently under way to develop a section of the Hanover Branch Railway from the Drinkwater River to the Rockland line into a bike trail. The rail bed in Rockland is currently being converted into a bike trail by a non-profit organization. The rail bed is owned by the Department of Conservation and Recreation.

The OSC participated in several public awareness events including Hanover Day and the North River Watershed Association Kayak and Watershed Expo. Public walks were held at the Morrill Allen Phillips Wildlife Sanctuary, French's Stream and the Fireworks Property.

The OSC appreciates the support it receives from citizens of Hanover and welcomes their input. The committee meets monthly on the first Monday at 7:30PM at the Town Hall.

Respectfully submitted,
Open Space Committee

Harold D. Thomas, Co-Chair
Mary Dunn, Co-Chair
Judy Grecco
Wallace M. Kemp
Peter Crimmins
Jocelyn Keegan
Neal Merritt (Conservation Commission)

REPORT OF THE PLANNING BOARD 2011

The Planning Board is charged with administering the approval of Subdivision Plans, Special Permits and Site Plan Approvals in accordance with state statutes and local zoning and subdivision control regulations. In addition, the Board is responsible for establishing the Town's long term Master Plan and ensuring its implementation. Our Town Planner serves as the community's representative to the Metropolitan Area Planning Council (MAPC) to coordinate with regional planning initiatives. The Planning Board regularly reviews and recommends updates to the Zoning Bylaw and Subdivision Rules and Regulations in order to comply with recent state statutes, case law, and the changing needs of the Town. The Planning Board is responsible for making recommendations relative to long-term planning and land use regulation at Town Meeting.

Fiscal Year 2011 brought its own set of challenges due to the uncertain economic climate in the development industry. The Board did see a slight increase in the number of Special Permit and Site Plan requests indicating a positive outlook for businesses in Hanover. The majority of business applications came from the Rte 53 area. The Board has worked with developers and the community to try to keep Rte 53 vital. The expansion of Rte 53 had a lot to do with the increased interest in development along this road and the Board is pleased that this project has finally come to fruition.

Public Meetings & Public Hearings

The Planning Board held twenty two (22) meetings in FY 2011 and had seventeen (17) public hearings. The Board issued fifteen (15) Special Permits and five (5) Site Plan Approvals. There were no subdivisions approved again this year, indicating a slower growth than in previous years. Seven (7) new lots were created through the Approval Not Required process. The significant reduction in new lots created through the subdivision and "approval not required" processes is a result of the ongoing national downturn in market conditions and new home construction, as well as the overall level of "buildout" in the Town, which has limited remaining land for development primarily to marginal areas.

Hanover Master Plan – Our Common Future

Copies of the Town's Master Plan recommendations and other related documents are available on the Hanover website. While we hope that all involved citizens will take the time to read these plans in detail, we do not anticipate that any one person will have the time to read the hundreds of pages they comprise. Recognizing that your time is limited, and your need for immediate and concise access to the recommendations and guidance of each of these plans we have provided copies of the **key recommendations** of these plans for public access on the Town Website 24-7 at the following URL:

<http://www.hanover-ma.gov/plan-summaries.shtml>

The Master Plan is a 10-year guidance document prepared by the Hanover Planning Board and staff for use by all Town Boards and Departments. The purpose of a Master Plan is to coordinate the actions necessary by all Town agencies to fulfill a defined vision of the community's future.

Each of these plans provides a statement about how Hanover can utilize all its resources to improve the quality of life in this Town. Advance planning prevents haphazard decisions and development, increases efficiency of resources and ensures that the Town is working (collectively) in the right direction.

We trust these summary documents will be of some assistance and look forward to working together on the “implementation” phase of each plan. If you have any questions regarding these plans, please contact Margaret Hoffman, Assistant Town Planner at (781) 826-7641 or planning@hanover-ma.gov.

Special Thanks

The Board would like to take this opportunity to express its gratitude to the residents of the Town and to the various Boards, Commissions, Departments, Town officials and employees for their cooperation, support and assistance throughout the year in ensuring that Hanover remains a Town in which we can all take pride. We wish to extend our sincerest thanks to Andrew Port, our former Town Planner who left Hanover to pursue his career in another community. Andy was a true asset to our Town and he will be missed.

We wish to give special thanks to retiring Planning Board members Gary Hendershot and Steve Rusko for their dedicated service to the Town.

The Planning Department has recently been incorporated into the Department of Municipal Inspections. The Board welcomed Margaret Hoffman as Assistant Town Planner to continue the work of the former Town Planner under Anthony Marino, Director of Community Services.

The Planning Board looks forward to FY 2012 to continue the work of keeping Hanover a viable and livable community.

Respectfully submitted,

PLANNING BOARD

Richard DeLuca, Chairperson
Kenneth Blanchard, Member
Anthony Losordo, Member
Lou Paradis, Member
Jeff Puleo, Member
Bernie Campbell, Associate Member
Meaghan Neville-Dunne, Associate Member

PLYMOUTH COUNTY COOPERATIVE EXTENSION
ANNUAL REPORT
July 1, 2010 – June 30, 2011

The role of Plymouth County Cooperative Extension is to deliver research-based information to Plymouth County residents through non-formal methods. The Plymouth County Extension staff work on behalf of Plymouth County residents, in concert with UMass Amherst faculty and Extension staff, and the United States Department of Agriculture, to provide valuable information in the program areas of 'Agriculture and Landscape' and '4-H Youth and Family Development'. The Extension System is supported by County, Federal and State funds, and operates under Federal and State laws and agreements. Local citizens, appointed by the Plymouth County Commissioners, serve as Plymouth County Cooperative Extension Trustees, directing the overall program. Volunteer advisory groups work with Extension staff on developing programs.

Cooperative Extension resources and programs for Plymouth County residents include: annual sustainable gardening lectures, annual fruit pruning demonstration; ornamental tree pruning lecture, research, information and educational programs on pests like the winter moth caterpillar; pesticide applicator training & licensing exams; the annual UMass Extension Garden Calendar; landscape and horticultural training and resources for municipal employees and green industry professionals; 4-H Science and Technology workshops in the areas of embryology and plant science; accredited overnight 4-H summer camps; 4-H animal science summer day-workshops; 4-H Life Skills Training, 4-H Community Service Projects, 4-H Public Speaking Training, 4-H Babysitting Program and 4-H partnerships with local farms and agricultural enterprises. New research findings are translated into practical applications and shared with residents and communities through workshops, lectures, conferences, office visits, phone calls, field demonstrations, radio, television, local libraries, technical assistance, and newspaper articles. Publications such as newsletters, booklets, and fact sheets bring information directly to those who need it. Additional information is delivered through UMass-Amherst Extension web access www.umassextension.org.

Members of the Plymouth County Extension Staff:

Deborah C. Swanson, Landscape, Nursery, and Urban Forestry Program/Manager-Retired
Molly Vollmer, Extension Educator, 4-H Youth and Family Development Program
4-H Extension Educator (vacant), 4-H Youth and Family Development Program
Debra L. Corrow, Executive Assistant-Retired
Cathy Acampora, Administrative Assistant

Board of Trustees:

John J. Burnett, Jr. Chairman – Whitman	Joseph A. Freitas – Plympton
Michael Connor – Bridgewater	Chris Iannitelli – W. Bridgewater
Jeff Chandler – Duxbury	Marjorie Mahoney – Hingham
John Dorgan – Brockton	Janie Strojny – Middleboro

Anthony O'Brien, Plymouth County Commissioner – Pembroke

The Plymouth County Extension office is located at 266 High Street, Hanson, MA 02341 (781-293-3541; fax 781-293-3916).

REPORT OF PLYMOUTH COUNTY MOSQUITO CONTROL PROJECT

The Commissioners of the Plymouth County Mosquito Control Project are pleased to submit the following report of our activities during 2011.

The Project is a special district created by the State Legislature in 1957, and is now composed of all Plymouth County towns, the City of Brockton, and the Town of Cohasset in Norfolk County. The Project is a regional response to a regional problem, and provides a way of organizing specialized equipment, specially trained employees, and mosquito control professionals into a single agency with a broad geographical area of responsibility.

As a result of a mild winter with abundant snow cover, the 2011 season began with a high water table and above average number of spring mosquitoes. As we expected the initial requests for spraying were numerous following the worst Eastern Equine Encephalitis (EEE) threat in 100 years in 2010. Efforts were directed at larval mosquitoes starting with the spring brood. Ground and aerial larviciding was accomplished using B.t.i., an environmentally selective bacterial agent. Over 11,000 acres were aerial larvicided using the Project plane. Upon emergence of the spring brood of mosquitoes, ultra-low volume adulticiding began on June 1, 2011 and ended on September 16, 2011. The Project responded to 16,306 spray requests for service from residents. As part of our West Nile Virus control strategy a total of 58,701 catch basins were treated with larvicide in all of our towns to prevent West Nile Virus (WNV).

In response to the continued threat of mosquito borne diseases in the district, we increased our surveillance trapping, aerial and ground larviciding, and adult spray in areas of concern to protect public health.

The first virus isolations were identified on July 19, 2011 by the Massachusetts Department of Public Health, a (WNV) West Nile Virus from a *Culex pipiens/restuans*, a bird biting species, in Cohasset and on the same day a *Culiseta melanura*, a bird biting species, was found to have (EEE) Eastern Equine Encephalitis virus in the town of Bridgewater.

The 2011 season had a total of 34 EEE isolates, and 11 WNV trapped in Plymouth County as follows:

Species	Collection Date	Town	County	Agent
<i>Culex pipiens/restuans</i> complex	7/19/2011	Cohasset	Plymouth	WNV
<i>Culiseta melanura</i>	7/19/2011	Bridgewater	Plymouth	EEE
<i>Culex pipiens/restuans</i> complex	8/02/2011	Whitman	Plymouth	WNV
<i>Culex pipiens/restuans</i> complex	8/02/2011	Brockton	Plymouth	WNV
<i>Culex pipiens/restuans</i> complex	8/02/2011	Brockton	Plymouth	WNV
<i>Culex pipiens/restuans</i> complex	8/09/2011	Abington	Plymouth	WNV
<i>Culex pipiens/restuans</i> complex	8/09/2011	Middleboro	Plymouth	WNV
<i>Culex pipiens/restuans</i> complex	8/23/2011	Mattapoisett	Plymouth	WNV
<i>Culex pipiens/restuans</i> complex	8/30/2011	W.Bridgewater	Plymouth	WNV
<i>Culex pipiens/restuans</i> complex	8/02/2011	Brockton	Plymouth	EEE
<i>Culex Salinarius</i>	8/02/2011	W Bridgewater	Plymouth	EEE
<i>Culiseta melanura</i>	8/09/2011	Middleboro	Plymouth	EEE
<i>Coquillettidia perturbans</i>	8/09/2011	Bridgewater	Plymouth	EEE
<i>Ochlerotatus canadensis</i>	8/09/2011	Bridgewater	Plymouth	EEE

<i>Culiseta melanura</i>	8/09/2011	W Bridgewater	Plymouth	EEE
<i>Culiseta melanura</i>	8/09/2011	W Bridgewater	Plymouth	EEE
<i>Culiseta melanura</i>	8/09/2011	Bridgewater	Plymouth	EEE
<i>Culiseta melanura</i>	8/09/2011	Bridgewater	Plymouth	EEE
<i>Coquillettidia perturbans</i>	8/09/2011	W Bridgewater	Plymouth	EEE
<i>Coquillettidia perturbans</i>	8/17/2011	Bridgewater	Plymouth	EEE
<i>Coquillettidia perturbans</i>	8/18/2011	Carver	Plymouth	EEE
<i>Culiseta melanura</i>	8/18/2011	Carver	Plymouth	EEE
<i>Culiseta melanura</i>	8/17/2011	Middleborough	Plymouth	EEE
<i>Culiseta melanura</i>	8/17/2011	Middleborough	Plymouth	EEE
<i>Culiseta melanura</i>	8/17/2011	Middleborough	Plymouth	EEE
<i>Culiseta melanura</i>	8/19/2011	Rockland	Plymouth	EEE
<i>Culex pipiens/restuans</i> complex	8/17/2011	W. Bridgewater	Plymouth	EEE
<i>Culiseta melanura</i>	8/17/2011	W. Bridgewater	Plymouth	EEE
<i>Culiseta melanura</i>	8/23/2011	Middleborough	Plymouth	EEE
<i>Culiseta melanura</i>	8/23/2011	Middleborough	Plymouth	EEE
<i>Culex species</i>	8/23/2011	Middleborough	Plymouth	EEE
<i>Culex species</i>	8/23/2011	Middleborough	Plymouth	EEE
<i>Coquillettidia perturbans</i>	8/23/2011	Middleborough	Plymouth	EEE
<i>Coquillettidia perturbans</i>	8/23/2011	Middleborough	Plymouth	EEE
<i>Culiseta melanura</i>	8/24/2011	Plympton	Plymouth	EEE
<i>Culiseta melanura</i>	9/06/2011	Lakeville	Plymouth	EEE
<i>Culiseta melanura</i>	9/07/2011	Mattapoisett	Plymouth	EEE
<i>Ochlerotatus canadensis</i>	9/07/2011	Hanson	Plymouth	EEE
<i>Culiseta melanura</i>	9/08/2011	Halifax	Plymouth	EEE
<i>Culiseta melanura</i>	9/08/2011	Halifax	Plymouth	WNV
<i>Culiseta melanura</i>	9/13/2011	Bridgewater	Plymouth	WNV
<i>Culiseta melanura</i>	9/14/2011	Kingston	Plymouth	EEE
<i>Culex pipiens/restuans</i> complex	9/09/2011	Abington	Plymouth	WNV
<i>Culiseta melanura</i>	9/26/2011	Lakeville	Plymouth	EEE
<i>Culiseta melanura</i>	10/20/2011	Hanover	Plymouth	EEE

Based on guidelines defined by the Massachusetts Department of Public Health's "Vector Control Plan to Prevent EEE" in Massachusetts, the season began with 23 Plymouth County towns at "Low Level" and 4 towns at the "Moderate Level" for EEE risk category. The season ended with 19 Plymouth County towns at "Low Level" and 5 towns at the "Moderate Level" for EEE Risk and 4 towns at "high level" EEE risk category. In 2011 there were no human or horse cases as a result of contracting EEEV or WNV in Plymouth County.

The public health problem of EEE and WNV continues to ensure cooperation between the Plymouth County Mosquito Control Project, local Boards of Health and the Massachusetts Department of Public Health. In an effort to keep the public informed, EEE and WNV activity updates are regularly posted on The Plymouth County Mosquito Control Project website www.plymouthmosquito.org and the Massachusetts Department of Public Health website at www.state.ma.us/dph/wnv/wnv1.htm.

The figures specific to the town of Hanover are given below. While mosquitoes do not respect town lines the information given below does provide a tally of the activities which have had the greatest impact on the health and comfort of Hanover residents.

Insecticide Application. 1,690 acres were treated using truck mounted sprayers for control of adult mosquitoes. More than one application was made to the same site if mosquitoes reinvaded the area. The first treatments were made in June and the last in September.

During the summer 1,433 catch basins were treated to prevent the emergence of *Culex pipiens*, a known mosquito vector in West Nile Virus transmission.

Our greatest effort has been targeted at mosquitoes in the larval stage, which can be found in woodland pools, swamps, marshes and other standing water areas. Inspectors continually gather data on these sites and treat with highly specific larvicides when immature mosquitoes are present. Last year a total of 67 inspections were made to catalogued breeding sites.

Water Management. During 2011 crews removed blockages, brush and other obstructions from 3,340 linear feet of ditches and streams to prevent overflows or stagnation that can result in mosquito breeding. This work, together with machine reclamation, is most often carried out in the fall and winter.

Finally, we have been tracking response time, which is the time between notice of a mosquito problem and response by one of our inspectors. The complaint response time in the Town of Hanover was less than three days with more than 1,242 complaints answered.

Mosquito Survey. Our surveillance showed that the dominant mosquitoes throughout the district were generally *Culiseta melanura* and *Coquillettidia perturbans*. In the Town of Hanover the three most common mosquitoes were *Ae. vexans*, *Cq. perturbans* and *Cx. species*.

We encourage citizens or municipal officials to visit our website at www.plymouthmosquito.com or call our office for information about mosquitoes, mosquito-borne diseases, control practices, or any other matters of concern.

Anthony Texeira
Superintendent

Commissioners:
Carolyn Brennan, Chairman
Leighton F. Peck, Vice-Chairman/Secretary
Kimberly King
Michael F. Valenti
John Kenney

REPORT OF THE BOARD OF REGISTRARS

July 1, 2010 – June 30, 2011

The population of Hanover has remained steady over the last year. The number of residents as of June 30, 2011 is 14,145.

The breakdown of voters is as follows:

PARTY	PCT. I		PCT. II	PCT. III	PCT. IV	TOTAL
DEM.	473	566	540	528	2107	
REP.	337	316	341	413	1407	
UNENR.	1346	1417	1393	1390	5546	
GREEN						
RAINBOW			1		1	
LIBERTARIAN	1	1	3	2	7	
TOTAL VOTERS					9068	

Hanover held 3 Elections during the fiscal year. A State Primary Election was held on September 14, 2010 followed by the State Election on November 2, 2010. The Annual Town Election was held on May 7, 2011.

The Board of Registrars handles the Annual Town census. All residents are advised that this form, which arrives early in the New Year, should be accurately completed and returned as soon as received. The information is used for the Fire and Police departments in case of an emergency at any residence, as well as for the School department. It should also be noted that residents **cannot** register to vote on the census form. The Registrars office is open Monday, Tuesday and Thursday from 8 am to 4 pm. Wednesday the office is open from 8 am until 8 pm, and Friday from 8 am until noon. Residents may call the office (781) 826-8796 during these hours to check on voting status, changing party, etc.

Pamela D. Ferguson, Chairman
Nancy J. Goldthwait
Carmine J. Salines
Robert C. Shea, Town Clerk



2011 ANNUAL REPORT

1/20/2012

The South Shore Recycling Cooperative (SSRC) is a voluntary association of fourteen South Shore towns. It was established by Intermunicipal Agreement and Special Legislation in 1998 to help member towns improve their recycling programs, and reduce the amount, toxicity and cost of disposal.

Members of the SSRC are: **Abington, Cohasset, Duxbury, Hanover, Hanson, Hingham, Kingston, Middleborough, Norwell, Plymouth, Rockland, Scituate, Weymouth, and Whitman.**

Representatives from each member town are appointed by Chief Elected Official(s) (*list attached*).

In 2011, the SSRC raised **\$67,250**: \$63,000 from municipal member dues, a \$2000 donation and \$4,723 in grant funding. Those funds pay for the services of the Executive Director and for waste reduction and recycling activities that benefit our member towns. In addition to technical assistance, these activities **saved /earned Member Towns \$125,000.**

MATERIALS MANAGEMENT

Regional Disposal contract – The SSRC is combining the purchasing power of its member towns with that of **thirteen towns on Cape Cod**. In 2009, the SSRC was invited to join a regional long term disposal contract negotiation, facilitated and **funded by the Cape Cod Commission**. The CCC has retained the services of John Giorgio, Esq., of Kopelman and Paige to assist.

Five disposal companies are being considered to service a fifteen to twenty year contract, to begin in January 2015. With aggregated solid waste of over 100,000 tons/year, this procurement could save our towns **millions of dollars** over the anticipated life of the contract as compared with each town negotiating individually, and to enable the establishment of advanced waste technology in the region.

Free E-Waste collection events – The SSRC was chosen to host three free electronic waste collection events in December by Electronics Recyclers International on behalf of its client Samsung. Our organization, connection to the recycling community and service area enabled us to plan and deploy three- one day collections on December 10 in Abington, Hanover and Plymouth.

The events netted **131 tons** of electronic and appliance waste, saving our towns and residents about **\$25,000**, and facilitating the recovery of many valuable resources.

Household Hazardous Waste Collections - The SSRC bids a contract on behalf of its member Towns for Household Hazardous waste Collections. The current contract was awarded to PSC Environmental. Member Towns avoided a setup fee and paid significantly less than State Contract rates using both contracts, **saving our towns \$18,000**. They also saved staff time to bid, schedule and publicize collections. The Executive Director assists at most events, and administers the billing.

1,716 residents attended **eleven collections** held in 2011. The contract also enabled **96 residents and businesses** to attend other Member Towns' collections using the **reciprocal arrangement**.

Books - The SSRC introduced GotBooks, which pays \$80/ton for used books and other media, to SSRC members. In 2011, thirteen SSRC towns repurposed **224 tons** of material, earning **\$18,000**.

Textiles - The SSRC introduced Bay State Textiles, which pays \$50/ton for used clothing and textiles, to the managers. In 2011, eight towns utilized this program, diverting over 200 tons of material and rebating **over \$10,000**. Rebates will double in 2012, and efforts to divert more material will intensify.

Mercury - Covanta SEMASS extends free mercury recycling benefits to all SSRC members, even those that don't send their MSW to SEMASS. SEMASS offers reimbursement for costs incurred, and also directly pays for mercury bearing waste delivered to Complete Recycling Solutions in Fall River. CRS direct billed SEMASS for **\$7,189** worth of mercury bearing waste recycling in 2011. (Reimbursement data is not available at time of publication).

Latex Paint collections – The SSRC was awarded a **grant by MassDEP** to collaborate with The Paint Exchange, LLC, a small local company, to scale up their latex paint collection and recycling operation. TPE collected a thousand gallons of leftover paint from residents and processed it into reColor, a premium interior latex paint sold well below the cost of retail virgin paint. It is estimated that diverting this material from the municipal waste stream saved our towns about **\$2000**, but more importantly is helping to create a sustainable business to divert much more material for years to come.

Medical sharps management – A reportable incident in one of our towns, combined with new regulations prohibiting disposal of medical sharps with municipal waste resulted in the SSRC providing assistance to our Health Departments with sharps collection. The **Town of Whitman** thanked the SSRC for saving them **hundreds of dollars** by directing them to the State Contract.

Ewaste RFP – The SSRC received six proposals for the processing of electronic waste, a fast growing waste stream. The process confirmed the choice of vendor most of our member towns use.

Compost and Brush - The SSRC extended the contracts for **compost screening** and **brush grinding** with Daniels Recycling, Letourneau Wood Products, Inc., and New England Recycling, Inc. Contract use was light in FY11, but picked up this fall.

Vegetable oil – Two vendors offered to pay our towns for waste vegetable oil through the SSRC.

PUBLIC OUTREACH:

Website - ssrcoop.info got a major facelift in 2011. The site provides town-specific recycling information, household hazardous product collection information, SSRC meeting minutes and annual reports, press releases, a quarterly newsletter, and links to other sites. It logged 2,599 visits in 2011, 2,001 which were first time visitors.

Press Contacts - The SSRC is a resource to the local press on waste reduction, recycling, and the proper disposal of hazardous waste, and is a presence in print, radio and cable media.

4/11 Talking Trash: Recycling Campaigns gaining speed on the South Shore. South Shore Living April

4/11 Swap your mercury devices for digital thermometers PR to Local and regional news outlets

3/11 MassRecycle's Paper campaign on CBS Boston. Watch the [video](#), take the [Challenge](#), see the [ad](#) . It started at the SSRC in 2006.

2/11 "Plymouth County Corner" Plymouth County Treasurer Tom O'Brien and Claire Sullivan discuss the SSRC's formation, what it does for its towns, HHW collections, the Latex Paint Grant, mercury, paper, types of trash and recycling collection and more. Produced by PACTV, 30 minutes

Resident Contacts - Member municipalities referred at least 77 residents' questions to the executive Director in 2011 via phone and email to answer questions, about everything from paper recycling to medical sharps disposal.

Public and Professional Presentations - The Executive Director spoke at two professional conferences about SSRC activities:

- MassRecycle's University of Resource Management conference, Updating the Bottle Bill
- Solid Waste Association of North America Mass. Chapter conference, Latex Paint Recycling

Tours - There's nothing like seeing firsthand how and where our waste materials are processed. In 2011, the SSRC hosted a tour for our solid waste managers and residents at **Strategic Materials** in Franklin, which processes and sells most of the glass recycled in New England.

Marshfield Fair Recycling - With assistance from MassDEP, the SSRC supported **recycling at the Marshfield Fair** for the eighth consecutive year. While public education is the priority, six tons of material was also recycled and composted.

The SSRC loans **recycling containers** from a previous grant for use at local events. In 2011, Hanover Youth Athletic Ass'n softball, Sustainable South Shore, Children Without Borders and the Island Creek Oyster Fest in Duxbury borrowed them.

ADVICE, ASSISTANCE AND NETWORKING.

The Executive Director's help is frequently sought by the solid waste managers. She maintains regular contact with them, updates them on current trends, and advises on specific needs each town has.

A sample of the assistance she provided and problems she helped solve in 2011 included:

- Attended committee/board meetings in **Abington, Kingston and Weymouth.**
- Coordinated and assisted with discussions involving four member towns and a recycling service provider. Contracts, reimbursements and reporting problems were straightened out, to the benefit of the towns involved.
- Collected, evaluated and shared **recycling and disposal cost, tonnage, fee and hauler permit data**
- Provided program and contract recommendations upon request to **Abington** Board of Health, **Duxbury DPW, Hanover High School, Hanson** Board of Health, **Scituate** and **Whitman** DPWs.
- Notified all managers of **grant and reimbursement opportunities** and deadlines, training and educational **workshops**, prescription **take-back programs**.
- Provide current index and regional **commodity pricing** for materials of interest to our managers.

Newsletter - The SSRC publishes tri-weekly **Updates** filled with information of immediate interest to the South Shore solid waste community. The Updates are sent via email, and are posted online at ssrcoop.info, click on Newsletters.

Monthly Meetings - The SSRC provides **networking opportunities** and information sharing at our well-attended monthly meetings. Each meeting features a guest speaker. Solid waste collection, disposal, recycling service, outreach, pricing and proposed laws and regulations are discussed.

[January - The Paint Exchange, MassDEP- paint grant; Duxbury](#)

[February - AbiBow Paper Retriever; Hanson](#)

[March - Office Recycling Solutions; Whitman](#)

[April - Hanover](#)

[May - AW Martin, Inc.; Middleboro](#)

[June - Excel Recycling](#)

[August - EOMS Recycling](#)

[September -Amenico Oil](#)

[October - AAA/Frade's Disposal](#)

[November - Electronic Recyclers International](#)

[December - Cape Cod Biofuels, New England Recycling](#)

ADVOCACY

- The Executive Director attends **policy meetings and conferences** hosted by MassDEP, Solid Waste Association of North America, Council of SEMASS Communities, MassRecycle, and the Northeast Resource Recovery Association. She acts as a liaison between the Board and the State organizations.

In 2011, the SSRC Executive Director testified at two Committee hearings at the State House:

- Joint Committee on Environment, Natural Resources and Agriculture, 5/4, E-Waste Producer Responsibility bills
- Joint Committee on Telecommunications, Utilities and Energy, 7/20, Updated Bottle Bills

The SSRC has been a strong and consistent voice with a growing coalition of organizations to move these cost saving measures forward both at the State House and in the recycling community.

- The SSRC co-hosted a **Legislative Breakfast** with the Plymouth County Highway Association in May.
- The Executive Director attends MassDEP Solid Waste Advisory Committee and Council of SEMASS Community meetings on behalf of SSRC, reporting relevant issues back to the Board.

The SSRC exists to assist its member towns in improving their solid waste disposal and recycling functions. It always welcomes suggestions on how it can better serve its Members.

Respectfully submitted,



Claire Sullivan, Executive Director, South Shore Recycling Cooperative

South Shore Recycling Cooperative Board of Directors 2011

TOWN	FIRST	LAST	C/O	POSITION
Abington	Susan	Brennan	BOH	Commissioner
	Sharon	White	BOH	Agent
Cohasset	Merle	Brown		SSRC Chairman
	Mary	Snow		Highway Dept. Manager
Duxbury	Peter	Buttkus	DPW	Director
	Ed	Vickers	DPW	Assistant Director
Hanover	Victor	Diniak	DPW	Superintendent
	Steven	Herrmann	DPW	Foreman
Hanson	Deborah	Brownell	Recycling Committee	Appointee
	open			
Hingham	Randy	Sylvester	DPW	Superintendent
	Stephen	Messinger	Transfer Station	Foreman
Kingston	Paul	Basler	Streets, Trees & Parks	Superintendent
	Douglas	Buitenhuys		Appointee
Middleboro	Andy	Bagas	DPW	Director
	open			
Norwell	Joanne	Dirk	Recycling Committee	Chairman; SSRC Treasurer
	Norman	Thoms	Recycling Committee	Appointee
Plymouth	Kerin	McCall	Environmental Mgmt.	Recycling Coordinator; SSRC Secretary
	open			
Rockland	Rudy	Childs		Appointee
	Stephen	Nelson	BOH	Commissioner
	Victoria	Diebel**	BOH	Commissioner
	Janice	McCarthy**	BOH	Agent
Scituate	Albert	Bangert	DPW	Director
	Kevin	Cafferty	DPW	Asst. Director ; SSRC Vice Chairman
Weymouth	Robert	O'Connor	DPW	Director
	Kathleen	McDonald	DPW	Principal Clerk
Whitman	Elonie	Bezanson	DPW	Manager
	Lou	D'Arpino	BOH	Health Inspector

Italics indicate membership through June
 ** alter-nate

	Got Books tons	Got Books rebate, avoided disp cost	Bay State Textile tons	BST rebate, avoided disp cost	SEMASS CRS direct pmts	HHW car-eq	HHW avoided setup fee	\$2.50 /car- eq savings	free Ewaste events	paint, sharps, batteries avoided cost	IPR re- neg contracts	Total
Abington	17.82	\$2,851		\$0	\$0	48	860	\$120		\$50		\$3,881
Cohasset	0.00	\$0		\$0	\$0	72	860	\$180		\$25		\$1,062
Duxbury	0.00	\$0	93.6	\$13,910	\$1,004	52	430	\$130		\$50		\$15,524
Hanover	18.78	\$2,855	25.1	\$3,063	\$555	266	1720	\$665		\$200		\$9,051
Hanson	12.43	\$1,428	8.6	\$732	\$0	0	0	\$0				\$2,160
Hingham	40.91	\$7,527	23.5	\$3,617	\$1,611	350	860	\$875		\$200		\$14,695
Kingston	15.01	\$1,735		\$0	\$0	105	430	\$263				\$2,423
Middleboro	7.55	\$793		\$0	\$0	87	860	\$218		\$20		\$1,891
Norwell	2.16	\$234		\$0	\$662	25	860	\$63		\$25		\$1,844
Plymouth	49.46	\$5,071	50.2	\$3,642	\$1,802	420	1720	\$1,050		\$50		\$13,333
Rockland	0.00	\$0		\$0	\$0	48	860	\$120				\$988
Scituate	19.51	\$3,024	48.4	\$6,050	\$1,284	182	860	\$455		\$1,500	\$8,955	\$22,129
Weymouth	32.98	\$5,772	5.0	\$728	\$271	369	1720	\$923		\$800		\$10,213
Whitman	7.50	\$1,178		\$0	\$0	13	860	\$33		\$300		\$2,371
Total	224.11	\$32,468	254.5	\$12,723	\$7,189	2037	\$12,900	\$5,093	\$23,521	\$3,220		\$125,084

REPORT OF THE BOARD OF OVERSEERS OF THE STETSON HOUSE

The Board of Overseers holds meetings throughout the year and they are posted at the Town Hall. The Board of Selectmen appoints the Board of Overseers.

This year much has been accomplished at the Stetson House. The house was repainted and the Barn was shingled, with the help of CPC funds. The overhead doors were repaired and the locks were upgraded to high security locks for better security. Two new light posts were installed to improve the outside lighting at the back entrance area. Exterminators were hired to prevent insect damage. Ralph Hadlock did a great job rebuilding the front fence with Don Morrison. The Hanover Public Works continues to keep the outside lawns maintained.

Future projects, the Board is hoping to seal the wood roofs, have the foundation of the barn inspected to assure that it is in good shape, seal the foundation of the carriage shed to keep out animals and clean up the landscaping.

Roger Leslie and the Board are coordinating an effort to possibly install the antique Center St. Barn that was dismantled to the Stetson House property. We are working with the Friends of the Stetson House and the Hanover Historical Society on this project.

The Board of Overseers would like to thank the Board of Selectmen, Friends of the Stetson House and the Hanover Historical Society for their support. We would also like to thank all volunteers that help out during the year for their help, the Stetson House would not be in the shape it is without all the volunteered help received every year.

Respectfully submitted,
Board of Overseers

Richard Flanagan
Roger Leslie
Don Morrison

REPORT OF THE BOARD OF COMMISSIONERS OF TRUST FUNDS

At the 1988 Annual Town Meeting, the Board of Selectmen was authorized to appoint a Board of Commissioners of Trust Funds. The Board of Selectmen reactivated the Board in 2006 and appointed three residents as Trust Fund Commissioners. The current Board members are Jeffrey Oliveira, who serves as the Board's Chairman and James Van Arsdale serving as Board member. Mr. Oliveira has agreed to a one year term through June 30, 2012 and Mr. Van Arsdale for a one year term through June 30, 2012. The Board is currently seeking interested residents to fill the remaining open position.

The Commissioners' responsibilities include:

Soliciting, managing and investing the trust funds through the Town Treasurer and recommending the expenditure of funds through the Board of Selectmen. The Commissioners serve as resources for inquiries about individual funds and provide information regarding their intended purpose, terms of management and distribution guidelines to residents upon request. Responsibilities also include preparing annual reports for the Town's fiscal year annual report.

During the fiscal year ended 2011, the Trust Commissioners continued to work with the Selectmen and provided them with updates on the progress of the Trust Fund Program initiatives. The Trust Committee and Selectmen had agreed in 2008 to provide access of all relevant Trust Fund information to the residents of Hanover via the Town's website. The Trust Fund information has been available on the Town's web site since June 2008. The website includes information on all Trusts overseen by the Board, including the original documentation used for establishing the Trusts. The documentation provides information on the purpose and intended use of the Trust funds. The site also includes information for residents who are interested in establishing their own Trust Funds. We welcome input from Town residents regarding the Trust Fund Program.

During FY 2011, the Board received several requests for disbursements from specific Trust Funds. Total approved disbursements for the year were \$5,059.53. Going forward the committee will continue to work with the Selectmen to increase resident awareness of the Trust Funds and explore ways to expand the program through marketing and fund raising initiatives.

Total Trust Fund Assets at the end of Fiscal Year June 2011 were \$324,071.69.

Respectfully Submitted,

Jeffrey Oliveira, Chairman
James Van Arsdale,
Member

REPORT OF THE HANOVER VISITING NURSE ASSOCIATION, INC.

The Hanover Visiting Nurse Association, Inc. continues to uphold its founding objective of providing professional home nursing care to the residents of Hanover and to hold regular health maintenance and preventative clinics. Our services are available to all residents regardless of age or circumstance.

The volunteer Board of Management works closely with our Nurse Administrator, Maureen Cooke, RN and our part-time nurses, Nancy Funder, RN and Ellen Lehane, RN to help insure that the medical and welfare concerns of the community are addressed as needed.

We awarded scholarships to Hanover graduates planning a career in nursing or allied health. We sent thirty Hanover children to the Summer Park and Recreation Day Camp.

We continued the collection, distribution and delivery of food and gifts to well over 100 families at Thanksgiving and Christmas. Emergency assistance in many forms was also provided throughout the year to those in need.

The Board of Management thanks the residents of Hanover for their generosity at Fund Drive time and for their contributions throughout the year.

Respectfully submitted,
Beth Laurie, President
Hanover Visiting Nurse Association, Inc.

APPLICATION TO HANOVER TALENT BANK



Thank you for your interest in serving the Town of Hanover!

Hanover's excellence as a community is due in large part to citizen participation in government and community affairs. The purpose of the Hanover Talent Bank is to register the names, interests and qualifications of Hanover registered voters willing to volunteer to serve their community. Residents who are interested in participating in Town Government are urged to complete this form.

Residents serve as volunteers on a wide variety of town boards, committees, commissions and councils listed below. They are appointed to these organizations by the Selectmen, Moderator, or other appointing authorities as vacancies occur. We encourage you to register by completing this Talent Bank Form, indicating your occupation, background, areas of interest and organizations you would consider serving (page 2). Please return your completed form to the Board of Selectmen as indicated below. General applications will be kept on file for consideration/notification when an opening occurs.

Applicant Information	
Print Name	
Full Address <i>Resident of Hanover?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Number of Years as a Resident:</i> _____	
Home Telephone #	
Work Telephone #	
Cell #	
Fax #	
Email Address	
Occupation	
Background & Qualifications	

Signature of Applicant	
-------------------------------	--

Boards & Services of Interest		
<p>Please Check All that Apply</p> <p><i>Please Note: Many Boards require regular attendance at weekday evening meetings, either once or several times a month.</i></p> <p><i>I wish to be notified (if possible) in the event of any vacancy on the selected Boards.</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Applicants for a position on a specific committee may expect to be interviewed by the appointing authority.</i></p>	<input type="checkbox"/> Advisory Committee	<input type="checkbox"/> Conservation Commission
	<input type="checkbox"/> Affordable Housing Trust	<input type="checkbox"/> Council on Aging
	<input type="checkbox"/> Board of Appeals	<input type="checkbox"/> Cultural Council
	<input type="checkbox"/> Board of Assessors	<input type="checkbox"/> Design Review Board
	<input type="checkbox"/> Board of Health	<input type="checkbox"/> Energy Advisory Committee
	<input type="checkbox"/> Board of Public Works	<input type="checkbox"/> Historical Commission
	<input type="checkbox"/> Board of Registrars	<input type="checkbox"/> Planning Board
	<input type="checkbox"/> Board of Selectmen	<input type="checkbox"/> Route 53 Joint Study Committee
	<input type="checkbox"/> Bylaw Review Committee	<input type="checkbox"/> School Committee
	<input type="checkbox"/> Board of Public Works	<input type="checkbox"/> Stetson House Board of Overseers
	<input type="checkbox"/> Board of Registrars	<input type="checkbox"/> Trustees of Public Library
	<input type="checkbox"/> Capital Improvement Committee	<input type="checkbox"/> Taxation Aid Committee
	<input type="checkbox"/> Community Access and Media Committee	<input type="checkbox"/> Route 53 Joint Study Committee
	<input type="checkbox"/> Community Preservation Committee	<input type="checkbox"/> Other
	<p><i>You may wish to be considered for more than one Board or Committee.</i></p>	

Additional Comments & Information
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<p><i>Please provide additional comments here. Attach a letter, resume, or other information you would like considered in review of your application.</i></p> <p><i>Please also indicate any other areas of interest not shown above.</i></p> <p><i>Please also note any potential conflicts of interest (i.e. if appointed to serve on the Planning Board, your development projects, interests, land you own, relationship to developers who may come before the Board, etc.)</i></p>	
<p align="center">Return Information</p>	
<p><i>Please Submit this form to the address shown.</i></p> <p><i>Please also send a copy of your application to the applicable Boards you wish to serve on.</i></p>	<p>Hanover Talent Bank Selectmen's Office 550 Hanover Street, S-29 Hanover, MA 02339 Telephone: (781) 826-2261 Fax: (781) 826-7499</p> <p align="right">Email: selectmen@hanovermass.com</p>

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